

Change of Company Trading Name

Before completing this form, please take some time to read and understand the information required from you. **Failure to complete all sections of the form in full will result in your application being returned to you and may delay your application.**

Proofs of Change Required

Please provide a copy of your new **Certificate of Incorporation On Change of Name**.

OUR CONTACT DETAILS

Please return your Certificate of Incorporation On Change of Name together with this completed form to

BusinessTOO@o2.com (maximum 10MB attachment)

Please allow 5 working days for us to contact you.

Please ensure all details are completed, and completed in BLOCK CAPITALS.

Existing Customer/ Company details	
Customer/Company Name	
Customer/Company Address	
Customer/Company Postcode	

Existing Account number	
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New Customer /Company details	
Customer/Company Name	
Customer/Company Address	
Customer/Company Postcode	

Services you wish to change	Detail below the subscriptions you wish to amend (if more than 4, please complete a separate sheet)			
Mobile				
Fixed/Landline				
Broadband				
Office 365				
Box				
McAfee				
Other (please state)				

PLEASE ENSURE ALL SECTIONS HAVE BEEN COMPLETED FULLY. WITHOUT THE NECESSARY INFORMATION WE WILL BE UNABLE TO PROCESS YOUR REQUEST.