



# CHANGE OF PARTICULAR FORM

To: ORIX Leasing Singapore Limited, 331 North Bridge Road #19-01/06 Odeon Towers Singapore 188720  
(Please complete form in BLOCK letters, tick the appropriate box for change of particular and allow three (3) working days for your records to be updated.)

PARTICULARS			
Company/Individual Name*			
Business Reg/NRIC/PP No *			
Agreement No(s)			
<input type="checkbox"/> <b>NEW MAILING / EMAIL ADDRESS AND/OR CONTACT NO.</b>			
Street	Block	Level & Unit	
Building	Postal Code		
Email Addresses for E-invoice (requires two [2] email addresses)			
Email Add 1)	Tel		
Email Add 2)	Fax		
<input type="checkbox"/> <b>NEW REGISTRATION ADDRESS</b>			
Registration Address: (If different from mailing address)			
Street	Block	Level & Unit	
Building	Postal Code		
<input type="checkbox"/> <b>CHANGE OF EQUIPMENT LOCATION</b>			
Location Address: (If different from mailing address)			
Street	Block	Level & Unit	
Building	Postal Code		
AUTHORISED SIGNATURE			
<small>Note: Signatures will be verified against any of your signature records with OLS</small>			
Signature of Authorised Signer/s and Date Submitted		Company Stamp (where applicable)	
Name:		Date:	
Designation:			
FOR OLS USE ONLY			
Date Received			
Attended By			
* Delete where not applicable			