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Date: _____

This letter is to hereby confirm that I, _____
(full name)

Of _____
(Address of sender)

Wish to redirect my box/boxes _____
(Please List all box numbers, these appear on your original Receipt of Payment)

From the Original Receiver:

(original addressee, address & phone number)

To the New Receiver:

(updated addressee, address & phone number)

Signed

Date

Identity confirmed by:

(agent name)

(signature)

Licence Number/Pension Card Number/Medicare Number or Passport Number _____