



Account Name Change

Completed application and all supporting documentation can be submitted to: Data.Support@ufa.com or Fax: 403-570-4021 Attn: Data Support

**The processing time for any Name Change is approximately 1-3 weeks.
If fuel permit updates are involved, please ensure you have a valid permit in the new name before proceeding.**

EXISTING Membership Name: _____ UFA Membership #: _____

NEW Membership Name: _____

Contact Information:

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Email: _____

A SIN/BIN must remain on file for tax purposes as it is a requirement of the CRA. SINS may also be used from time to time to verify the identity of the account owner.

Note: If the below section is left blank, the application will be declined.

Date of birth: ____ / ____ / ____ SIN: ____ - ____ - ____
 MM DD YY

Will this request change the account ownership?

Yes. Examples: Individual to Business or vice versa, One individual to another individual.

Note: If this name change involves Individuals and a Registered Business, once the name change is completed the ownership of account and any existing equity will be retained by the new account name.

Required Supporting Documentation:

- A Sales Agreement, Legal letter of Account/Equity Transfer from a Lawyer or Accountant, Government Registry Amalgamation and/or any other documentation. **If you are unable to provide this supporting, no name update will be completed.**
- If legal ownership of a business has changed, a new account is required (ie Business to Business, amalgamation).

No. Examples: Marriage, Joint account death. No additional information required. Same ownership, duplicate name account or same ownership.

____ (Initial here) I acknowledge that an Individual and a Registered Business represent two separate legal entities, regardless of business ownership. This application does not involve an individual or joint individuals changing names into a registered business, or vice versa.

- Note: Name changes due to death require a new account. No name change or account combine can be completed.

By signing and submitting this application, you acknowledge that all information provided is accurate, and all supporting documentation has been provided. You understand that the processing time for any Name Change is approximately 1-3 weeks.

Date of Request: ____ / ____ / ____ _____
 MM DD YY Authorized Name (please print) Signature

Account Holder 2 — if applicable (please print) Signature

Please retain a copy of this application for your reference.