



Mercedes-Benz

Cycle & Carriage Industries Pte Limited

Exclusive Dealer  
Company No. 196400367W  
GST Reg No: MR 8500111-X

**AUTHORIZATION FORM FOR CHANGE OF OWNER'S PARTICULARS (To Be Filled by Vehicle Owner Only)**

By Fax : 6476 6228 or  
By Email : customerservice@cyclecarriage.com.sg

To Cycle & Carriage Industries Pte Ltd (Customer Assistance Centre)

Dear Sir/Madam,

Please be officially notified of my change of particulars, as stated below.

Vehicle Registration Number : \_\_\_\_\_  
Model/Chassis No. : \_\_\_\_\_

Please note that the following details related to the above vehicle have been changed:

1)  **Change of Vehicle Owner**

Name of New Registered Vehicle Owner : \_\_\_\_\_  
(Please attach photocopy of Vehicle Registration Card for verification)

Registered Owner's Address : \_\_\_\_\_

Postal Code : \_\_\_\_\_ Telephone (H) : \_\_\_\_\_  
Mobile Phone : \_\_\_\_\_ Telephone (O) : \_\_\_\_\_  
Email Address : \_\_\_\_\_

**Important!** Cycle & Carriage shall be informed immediately if there is a change of vehicle ownership. The previous owner prior to the change shall still be responsible for all the charges for goods/services/repairs rendered until the notification of ownership change is officially sent to Cycle & Carriage.

2)  **Change of Address/Registration Number**

New Address/Registration No. : \_\_\_\_\_

Postal Code : \_\_\_\_\_ Telephone (H) : \_\_\_\_\_  
Mobile Phone : \_\_\_\_\_ Telephone (O) : \_\_\_\_\_  
Email Address : \_\_\_\_\_

**Important!** If the invoice is to be addressed to a Company, the Company has to notify Cycle & Carriage in writing by letter or fax that it undertakes to pay all costs of services/repairs incurred in respect of the above vehicle.

**I confirm that all information given above is correct and complete and agree to abide by the conditions stated.**

Name : \_\_\_\_\_ NRIC No. : \_\_\_\_\_  
Date : \_\_\_\_\_ Signature : \_\_\_\_\_

**For Office Use Only**

Information updated on : \_\_\_\_\_ By : \_\_\_\_\_

Service Center : Mercedes Benz Center / Pandan Loop / Eunos  
Filing Copy : Attention to MB Marketing (Ms Winnie Foo)

AUT-001

