

Change in Personal Information Form

Use this form to report:

- A new address, phone number or email
- A change in your marital status
- Birth, adoption, fostering, or legal guardianship of a child
If you want to report a death, please call Client Services at (866) 802-6333 Monday – Friday 8:30AM – 8:00PM (excluding holidays).

Who should complete the form:

- Clerics or lay employees participating in a pension or retirement savings product sponsored by The Church Pension Fund

Your Personal Information

Name, address, and/or email updated? Yes No

| | | | | |
|--|-------|---------------|---------|--|
| Legal Name | | | | |
| First | MI | Last | | |
| Mailing Address | | | | |
| Street | | | | |
| City | State | ZIP | Country | |
| Home Phone | | Mobile Phone | | |
| Email | | | | |
| Social Security #/TIN # (last 4 digits only) | | Date of Birth | | |
| Canonical Residence (if applicable) | | | | |

Marital Status

Change reporting Marriage Divorce

| | | | |
|-------------------------|------|------------------------|--|
| Spouse's Legal Name | | | |
| First | MI | Last | |
| Gender | Male | Female | |
| Social Security #/TIN # | | Date of Birth | |
| Date of Marriage | | Date Divorce Finalized | |

Children

Change Birth Adoption Fostering Legal Guardianship

| | | | |
|--------------------------|------|--|--|
| Child's Legal Name | | | |
| First | MI | Last | |
| Gender | Male | Female | |
| Social Security #/ TIN # | | | |
| Date of Birth | | Date of Legal Adoption, Fostering, or Legal Guardianship | |

If your child is or becomes disabled, please contact Client Services at the number below at (866) 802-6333 to report his/her disability to us.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

Submit the completed and signed form with supporting documentation to:

The Church Pension Fund, 19 East 34th Street, New York, NY 10016, Attn: Client Services or email the form to **benefits@cpf.org**

If you have any questions, call us at (866) 802-6333, Monday – Friday, 8:30AM – 8:00PM ET (excluding holidays).