

MyAllianz User Guide

Steps to update mailing address on the MyAllianz

Langkah-langkah untuk mengemaskini alamat surat menyurat di MyAllianz

* Update of mailing address function is not available for Allianz General policies on MyAllianz

* Fungsi kemas kini alamat surat menyurat tidak tersedia untuk polisi-polisi Allianz General di MyAllianz



1



Log in to the **MyAllianz**.

Log masuk ke **MyAllianz**.

2



Click "**POLICIES**" on the top left of the homepage.

Klik "**POLICIES**" di bahagian atas kiri laman utama.

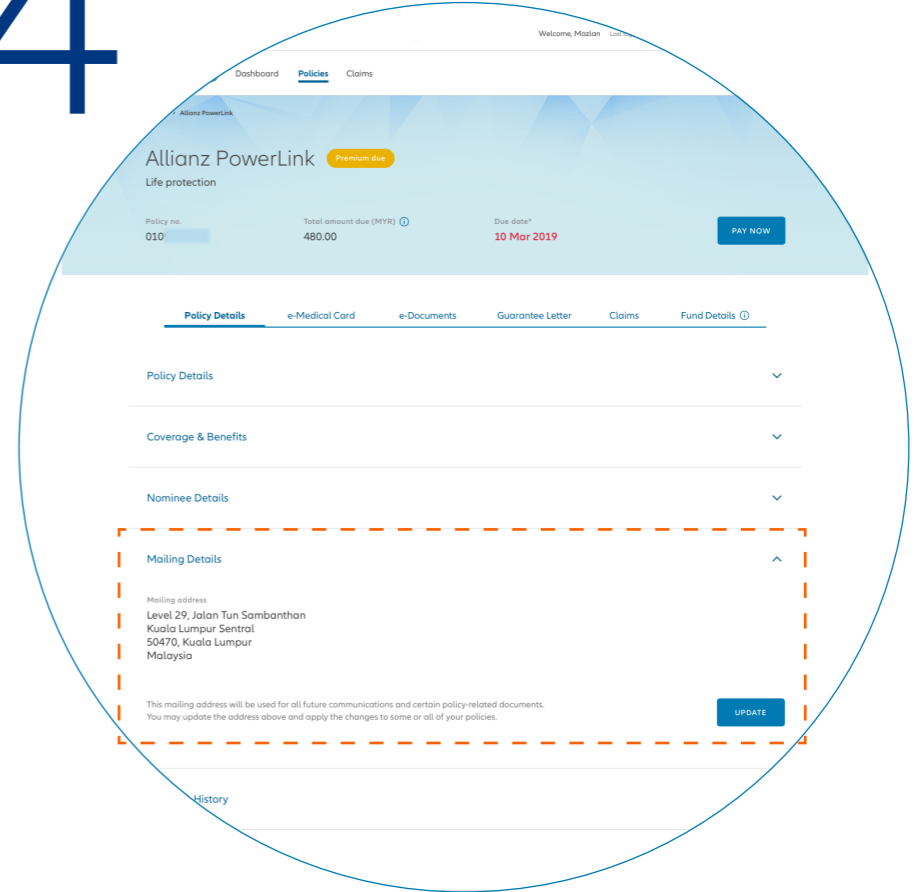
3



Select the policy you want to update.

Pilih polisi yang anda ingin kemaskini.

4



Go to the "**MAILING DETAILS**" section and click "**UPDATE**".

Pergi ke bahagian "**MAILING DETAILS**" dan klik "**UPDATE**".

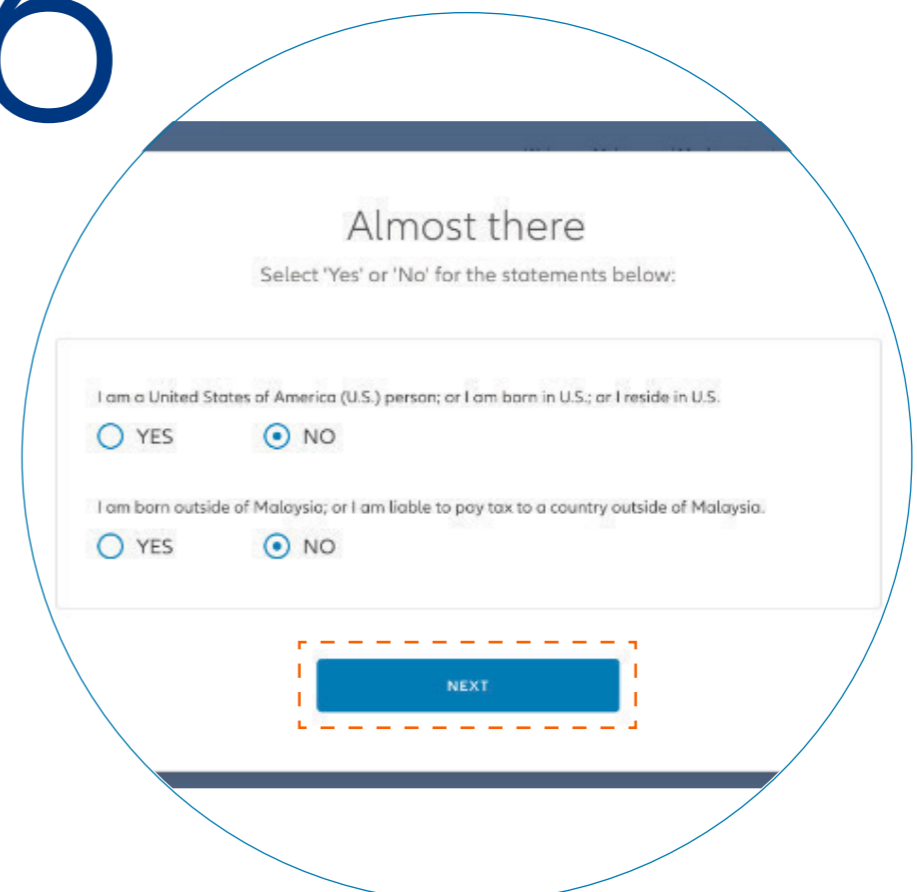
5



Enter your new mailing address and click "**NEXT**".

Masukkan alamat surat menyurat baharu dan klik "**NEXT**".

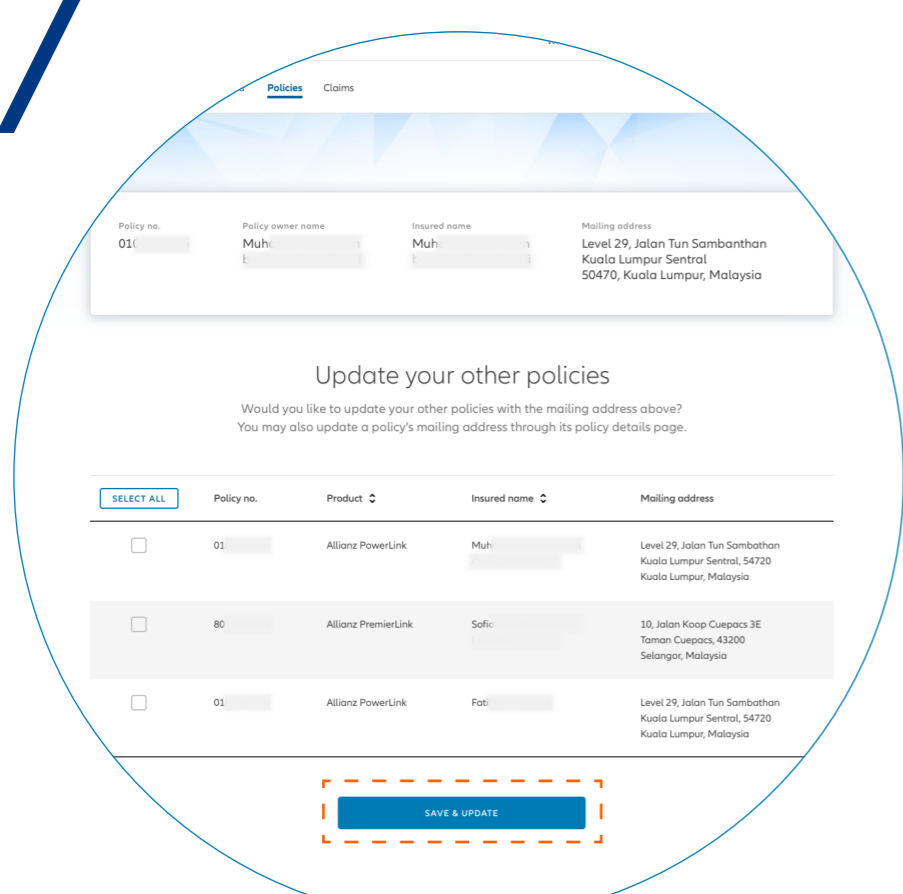
6



Answer the two (2) mandatory FATCA questions and click "**NEXT**".

Jawab 2 soalan mandatori FATCA dan klik "**NEXT**".

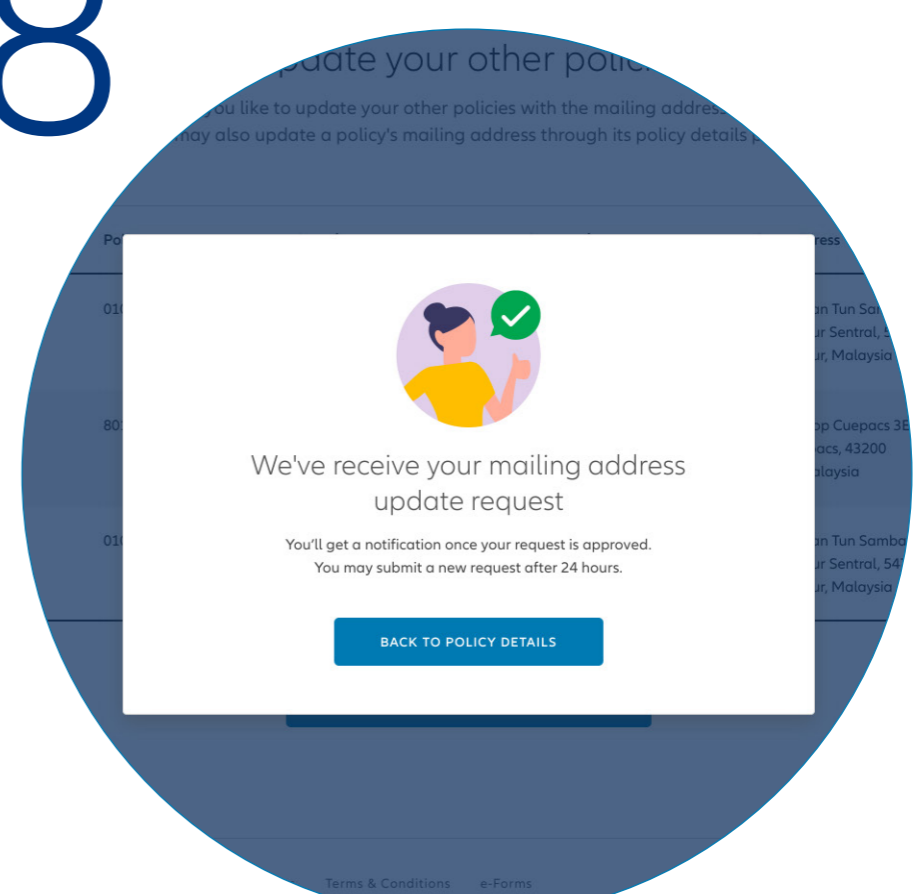
7



Select other policies you want to update and click "**SAVE & UPDATE**".

Pilih polisi lain yang anda ingin kemas kini dan klik "**SAVE & UPDATE**".

8



Your request will be processed, and you'll receive a notification on MyAllianz once it is approved.

Permintaan anda akan diproses dan anda akan menerima notifikasi di MyAllianz setelah ia diluluskan.