

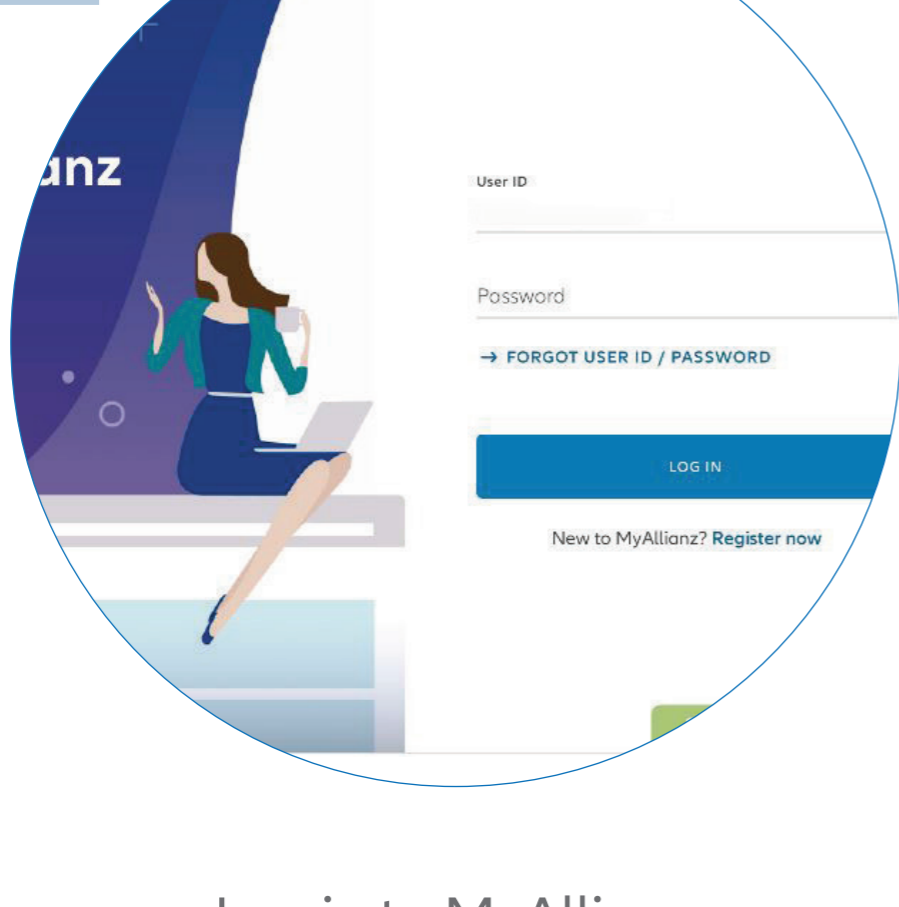
MyAllianz User Guide

Steps to update contact details on MyAllianz (email address, mobile no. and mailing address*)

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

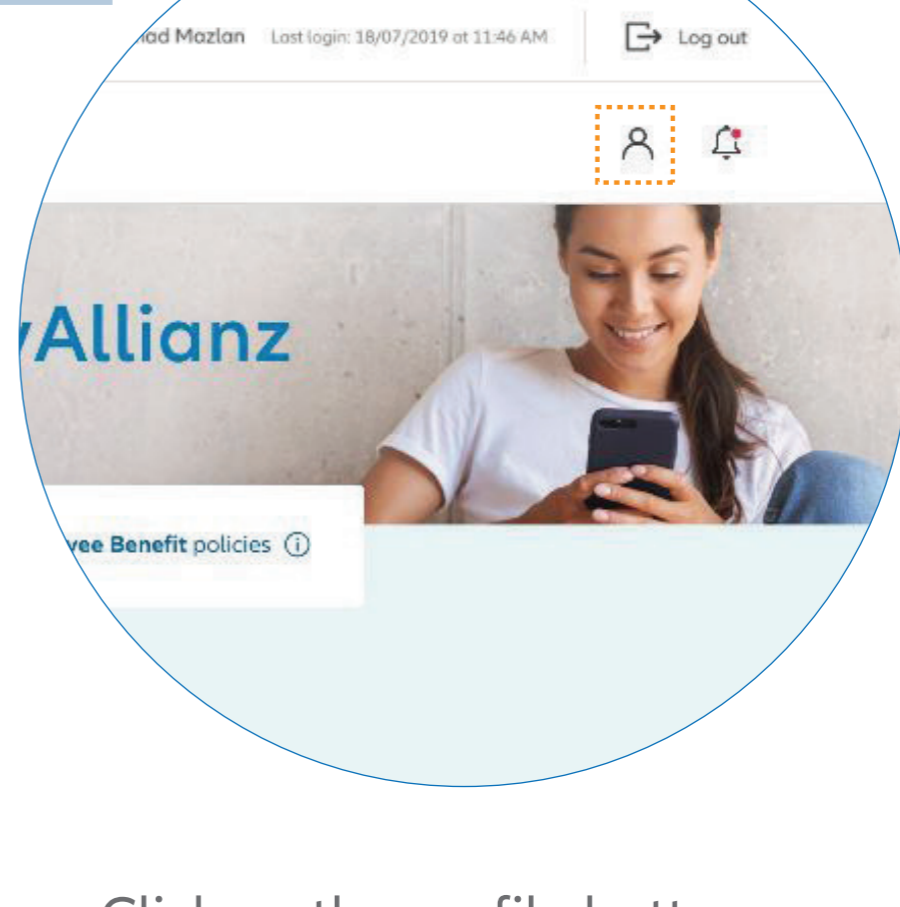
STEPS TO UPDATE EMAIL ADDRESS / MOBILE NO.

1



Log in to MyAllianz

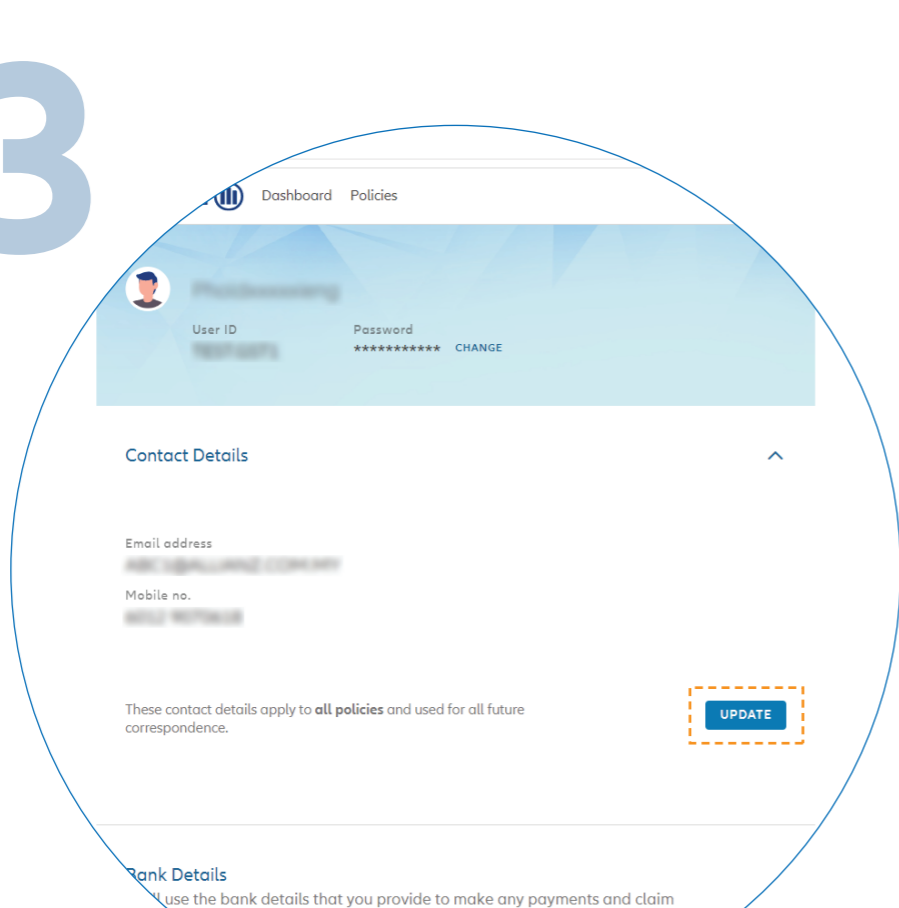
2



Click on the profile button on the top right corner of the homepage.

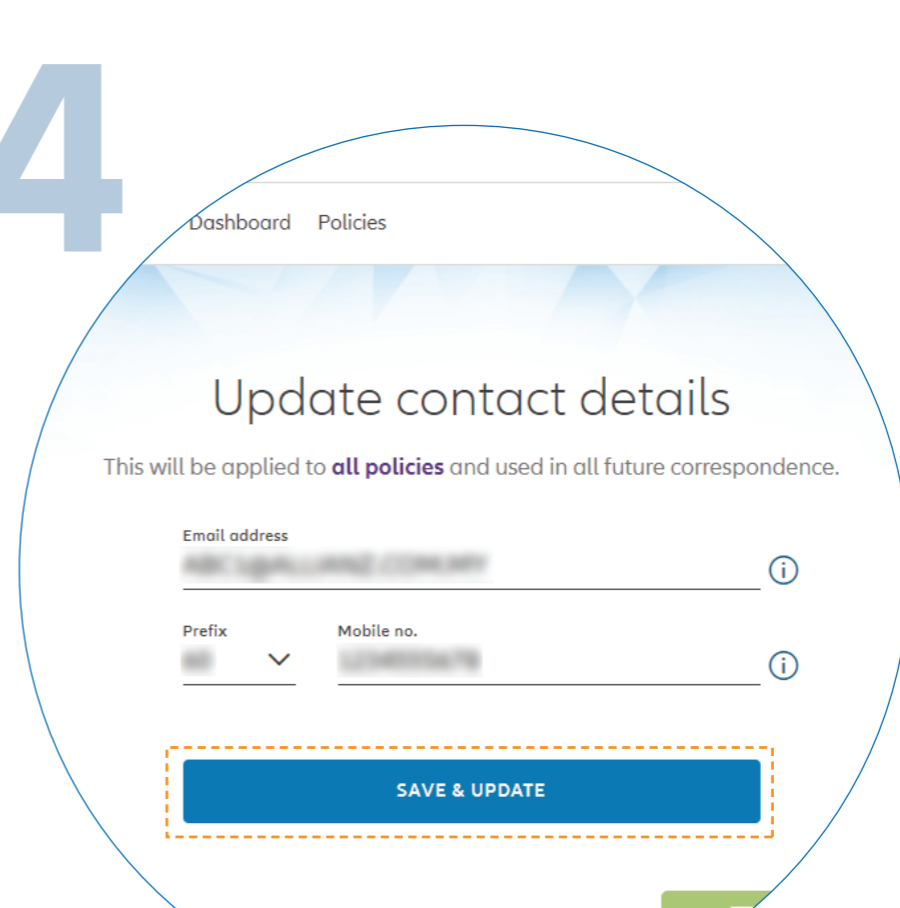
For Allianz General policies, you may also update your email address and mobile number on the individual policy page.

3



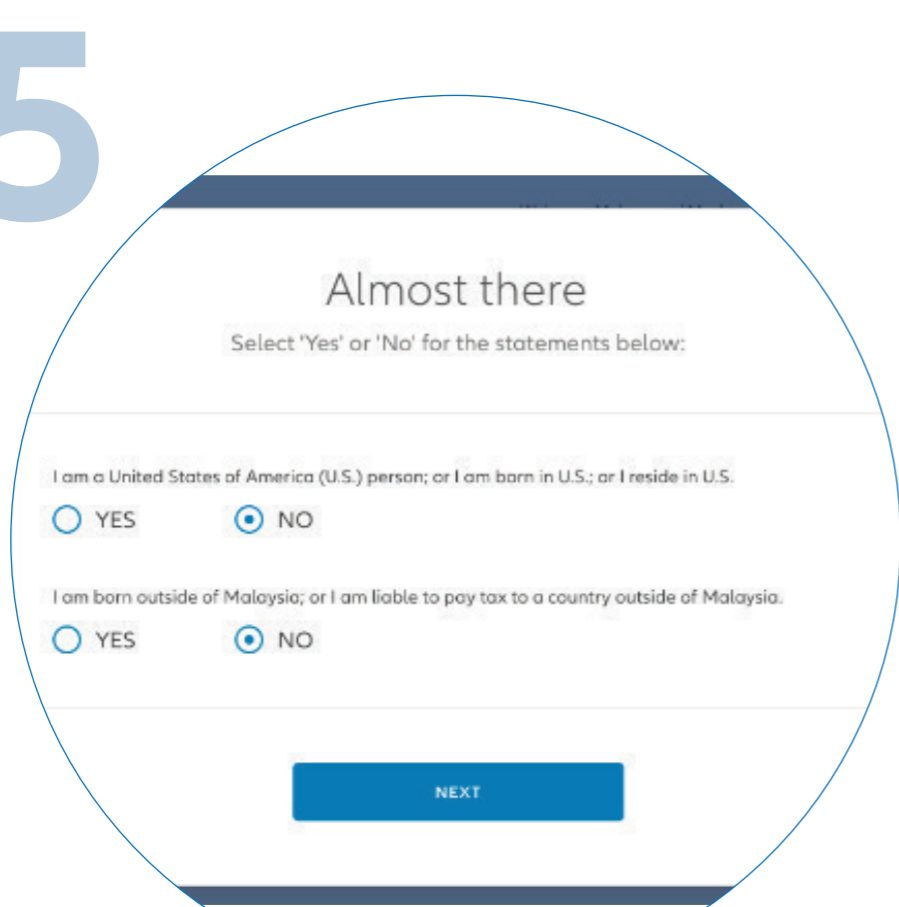
To update your email address / mobile no., click 'UPDATE'.

4



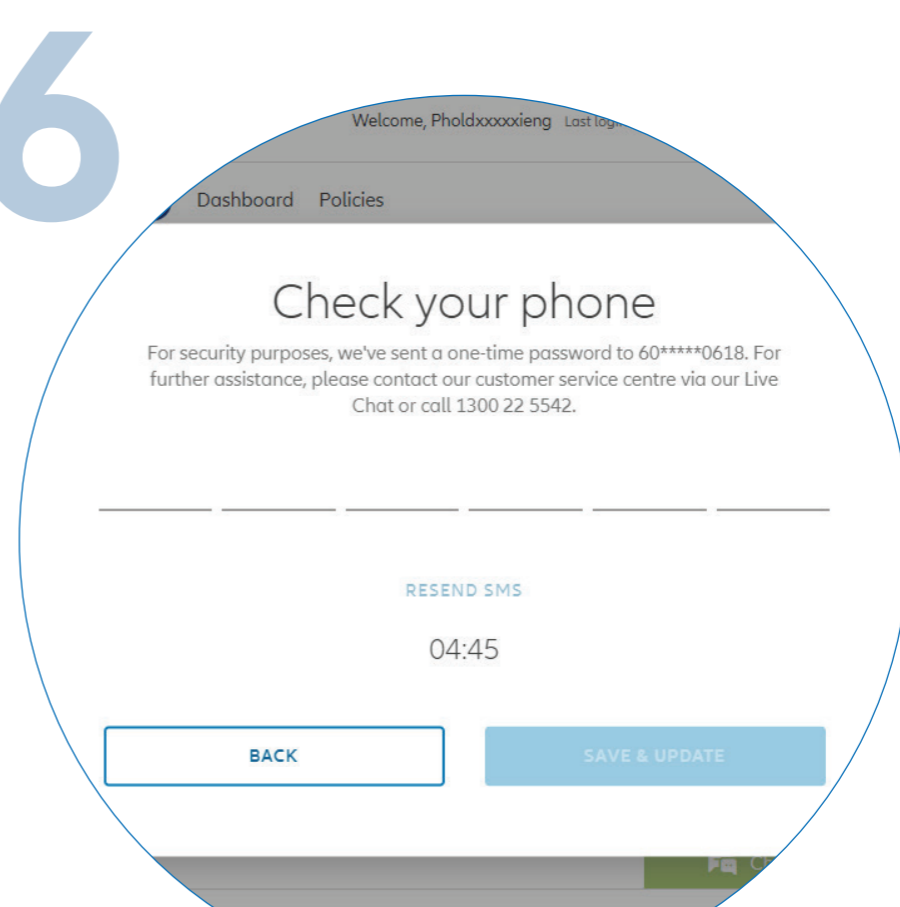
Enter your new email address / mobile no. and click 'SAVE & UPDATE'.

5



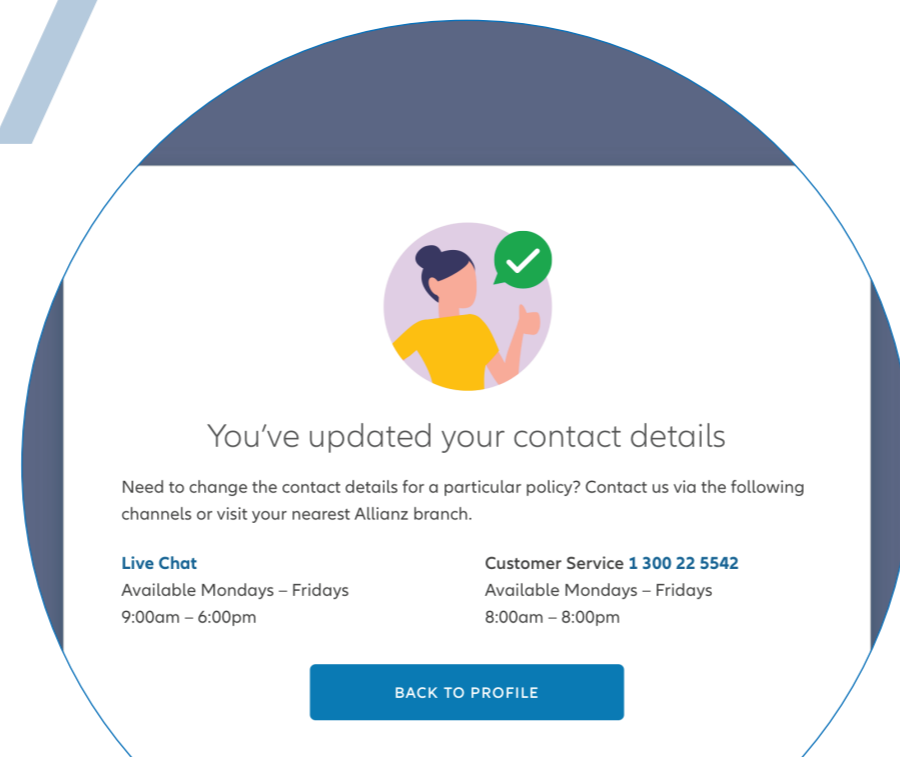
Answer the 2 mandatory questions and click 'NEXT'.

6



Next, you will receive a temporary password via SMS. Enter the temporary password and click 'SAVE & UPDATE'. If you did not receive the SMS after 5 minutes, click 'RESEND SMS'.

7

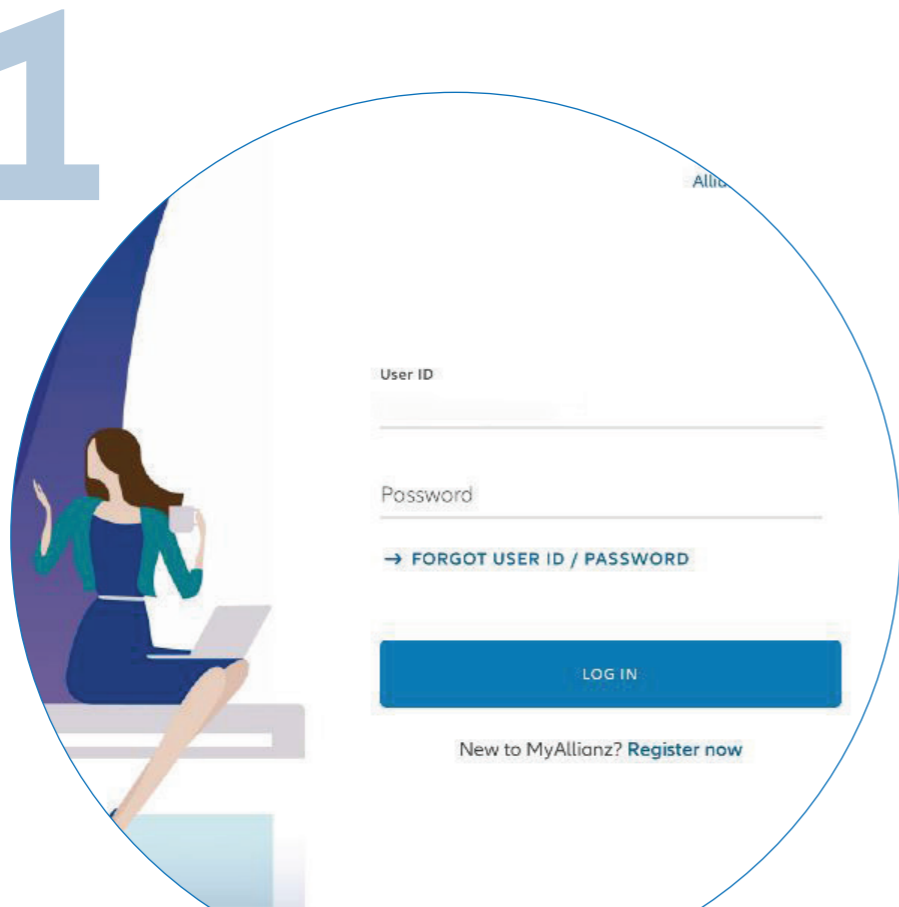


You have successfully updated your email address / mobile no.

STEPS TO UPDATE ADDRESS*

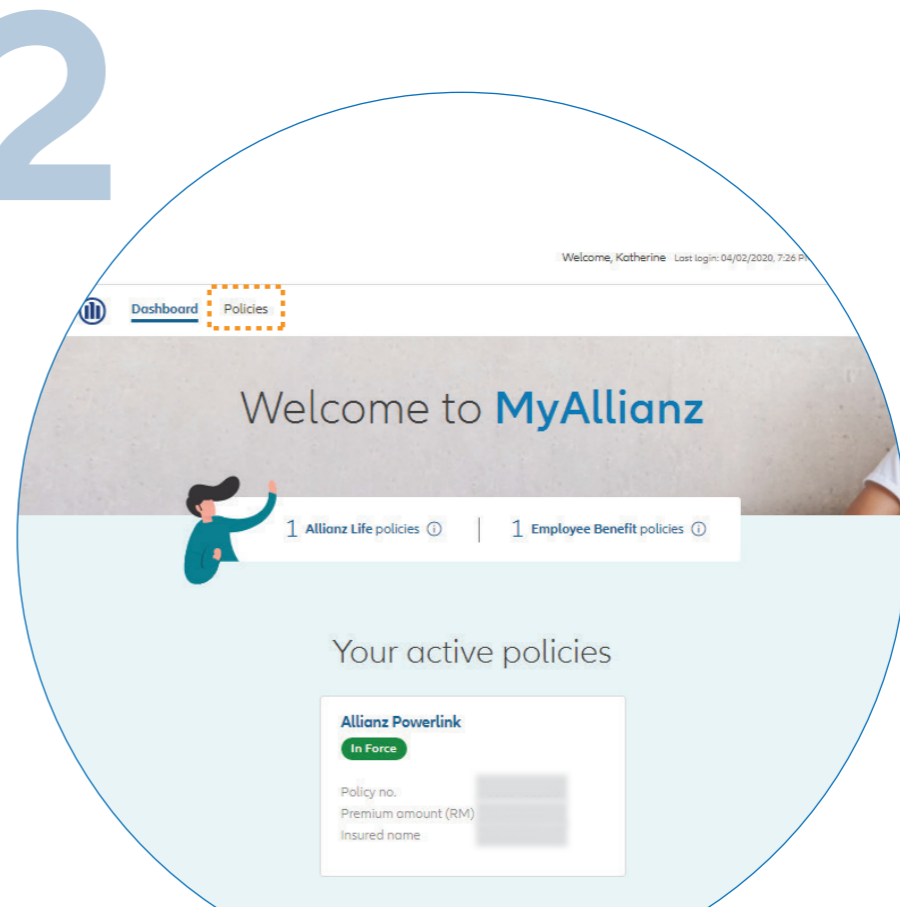
* Update of mailing address function not available for Allianz General policies on MyAllianz

1



Log in to MyAllianz

2



Click 'POLICIES' on the top left of the homepage.

3



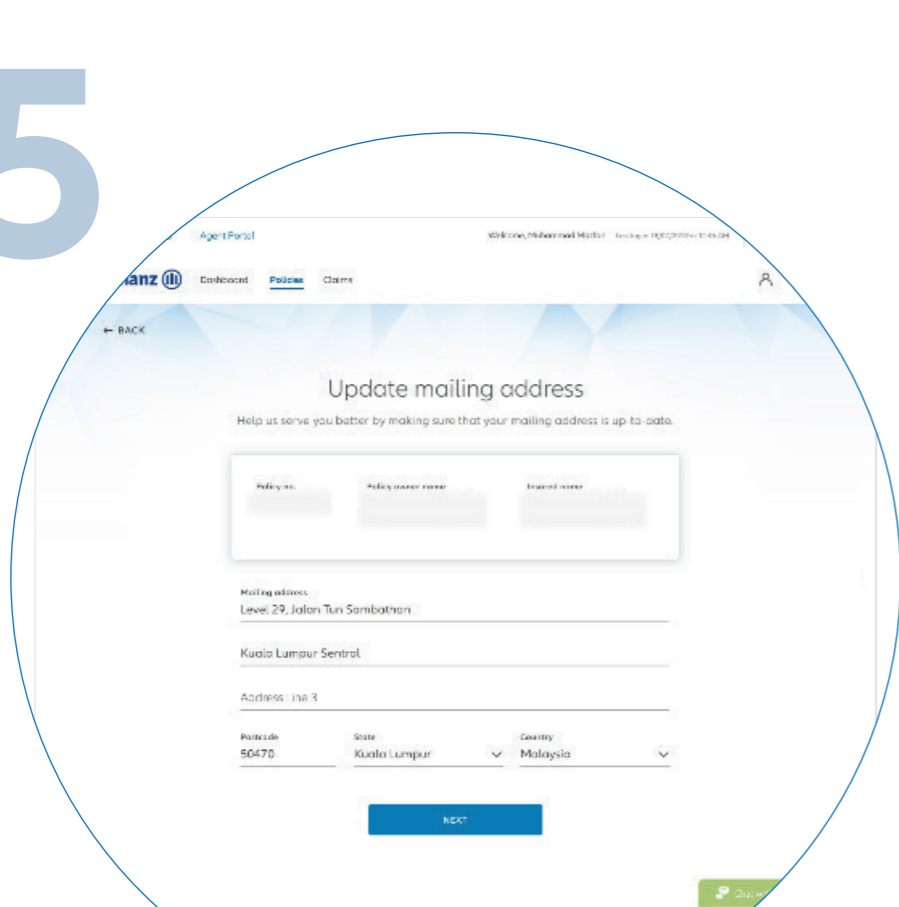
Select the policy you want to update.

4



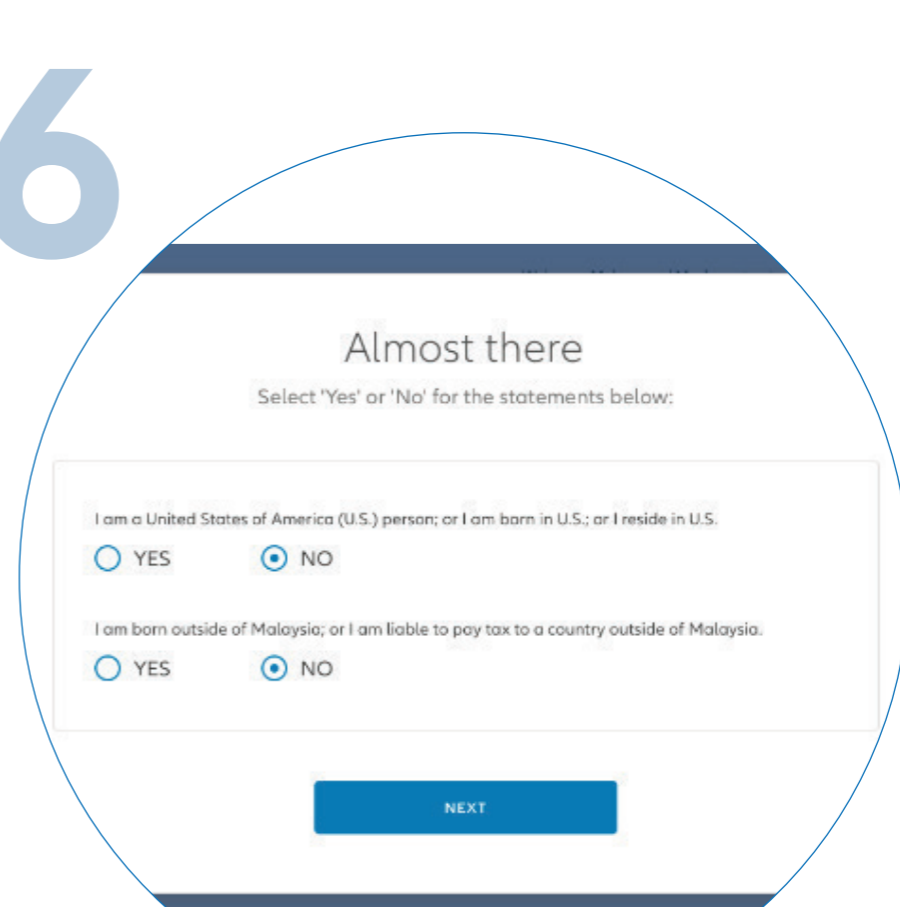
Go to the 'MAILING DETAILS' section and click 'UPDATE'.

5



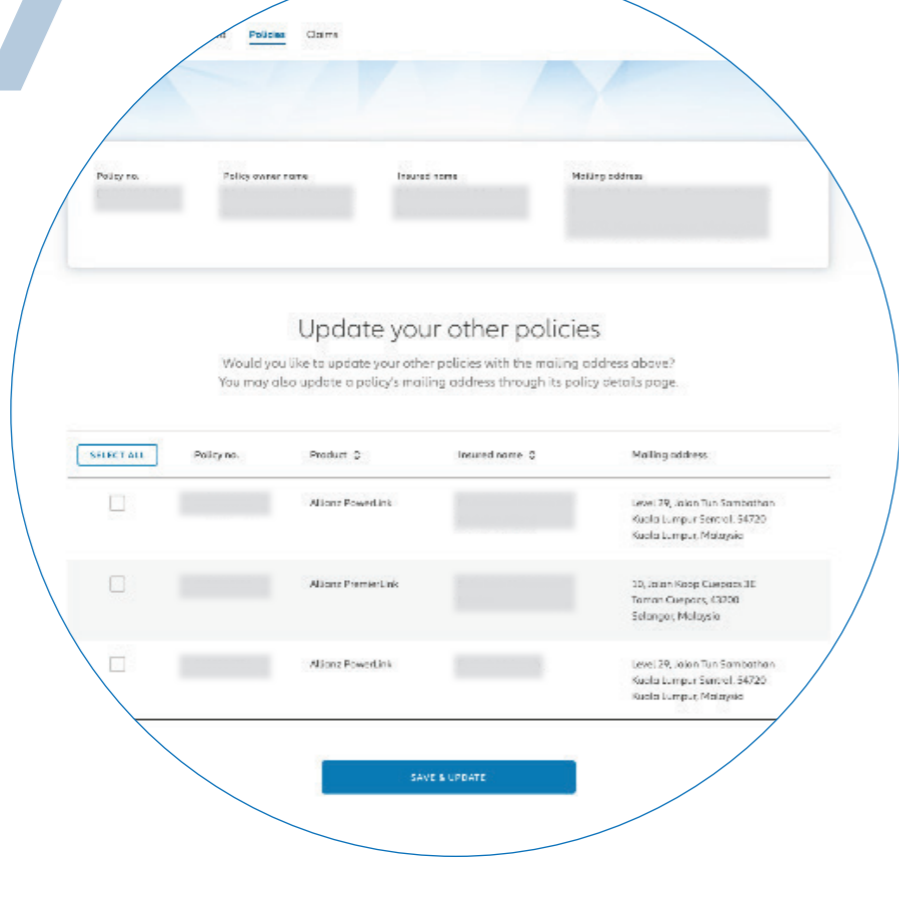
Enter your new mailing address and click 'NEXT'.

6



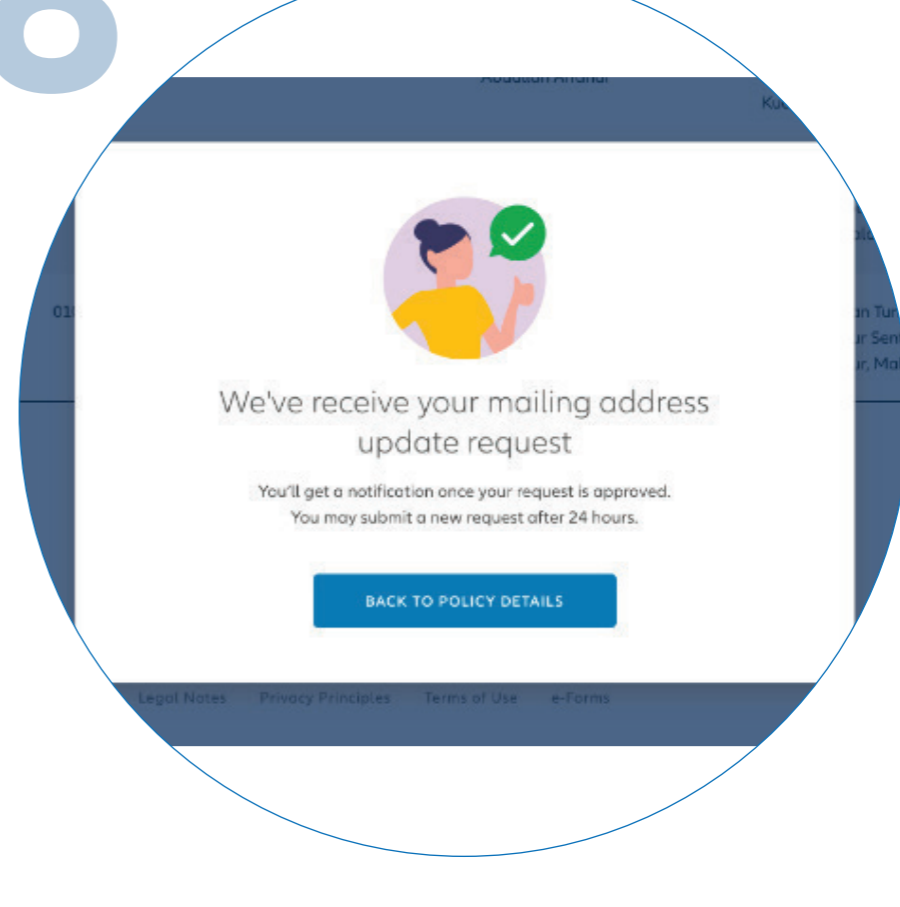
Answer the 2 mandatory questions and click 'NEXT'.

7



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

8



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