



valid from 1 January 2022

Procedure for changes of address and bank details

Please note the following:

Addresses (general)

If you have a UID number and would like to notify the Federal Office for Customs and Border Security (FOCBS) of a change of address

Please contact the [UID office](#) from which you received the UID (e.g. cantonal commercial register or tax administration). We cannot change your address. The UID office will then send the modified address directly to our system.

If you do not have a UID number and would like to notify the Federal Office for Customs and Border Security (FOCBS) of a change of address

Please notify us of your new address by emailing the following address:
info-finanzen@bazg.admin.ch

Bank details

You can notify us of new bank details or changes (IBAN) by emailing this address:
info-finanzen@bazg.admin.ch.

If you would like to set up or modify a direct debit (LSV+)/business direct debit, please additionally complete the [debit authorisation form](#) and send it to your bank or financial institution, which will complete the lower section and forward the debit authorisation to the Finances Division.