

6. Request for Cheque book I have lost / Not been issued Requisition slip No. of Cheque Leaves

7. Stop Payment Request (Please attach separate list for multiple cheques)

Stop single cheque Stop multiple cheque No. of cheques

Cheque no. to Cheque No Amount

Date Payee Name

Reason for stop payment

8. Standing Instruction (For transfer of funds within Bank)

From A/C to A/C

Period (months/years) Amount

start date end date

9. Addition of Name in Account (Attach photo, KYC, CIF)

Please add Mr./Mrs./Ms

Being my (Relation)

10. Account transfer /Closure

a. Please Transfer my Account no. to your Branch.

Reason

b. Please close my Account No. Mode of Payment

Reason

Unused Cheque leaves surrendered.

11. Any other Request

Terms & Conditions

*Please ensure that all the details mentioned here are correct and up to date. Bank will not be responsible for any delays or non-delivery arising from incorrect information. E-mail ID and Mobile number provided above, shall reflect in all accounts under the above mentioned CIF number. Bank will send SMS alerts on the updated mobile number. Charges if any, for any new service mentioned will be debited to customers account. All terms and conditions as updated from time to time on the bank website will be applicable.

Declaration

This is to certify that the above information is correct to the best of my knowledge and I/We permit the Bank to update the above details in its records for any further communication. I/We agree that I/We have read and understood the terms and conditions and agree to abide by the same.

Date

Signature of 1st Applicant

Please sign

Signature of 2nd Applicant

Please sign

For Bank Use only Branch Code:

Request accepted by Request authorised by

(Makes Employed ID:)

(Checker) Employee ID: