



For Branch Use Only (Encircle Requested SR/s)

1	2	3	4	5	6	7	8	9	10	11	12	13	14
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Date of Request:

D

D

M

M

Y

Y

Y

Y

Customer ID:

 Account Number:

[illegible]

SMS Alert Dectivation ☐

UPDATE OF EMAIL ID & OTHERS:

[illegible]

(Please leave space between two words)(In case of joint holders, each holder needs to fill seprate form)

IN CAPITAL LETTERS

[illegible]

City/Village:

PIN

[illegible]

Document For Proof Of Address (Mandatory): ☐ Aadhar ☐ Driving License ☐ Passport ☐ Voter ID

[illegible]

ISSUE DATE:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 VALID TILL:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

3. NEW CHEQUE BOOK REQUEST : Number of Cheque book/s Required: _____

4. SIGNATURE CHANGE / UPDATION IN A/C.:

(Identity should be verified by Branch Official)

OLD	Old Signature	NEW	New Signature
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5. DUPLICATE PASSBOOK : ☐

DUPLICATE STATEMENT :

From:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 To:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

6. BALANCE / INTEREST CERTIFICATE :

From:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

To:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

7. STOP PAYMENT REQUEST : Number of Cheque(s): _____

Cheque Number(s) : _____

Payees Name: _____

Date of Cheque : _____

Amount : _____Reason for Stop Payment: _____

A/c.Balance : _____

	For Office Use Only
	Time of request received

8. REVERSAL OF CHARGES :Date Of Debit:

Amount Debited: _____

* I Acknowledge that all applicable charges with regards to my account have been communicated to me and I will abide by the same.

Remarks : _____

9. SIGNATURE VERIFICATION : **10. UPDATION OF PAN DETAILS :**

(If account opened by Form-60 / BSBDA to Normal Saving A/c. / in Minor to Major case)

11. ACCOUNT TRANSFER REQUEST : (Submitted to home branch only)

Transfer From your Branch _____ To Branch _____

12. INTERNET / MOBILE BANKING :Security Question Reset: Unlock Application: Discontinuation of Service: Mobile Banking Internet Banking

Transaction Reversal : (Type of transaction - NEFT / IMPS / RTGS / UPI / Utility Bills / Others _____)

Transaction Date: Mode of Transaction: Mobile Banking Internet Banking UPI Transaction Amount: Transaction Reference No.:

Transaction Details : (* to know if narration not available)

13. ATM / DEBIT CARD RELATED:ATM / Debit Card Number.: Duplicate ATM Card as my card is lost/damaged: New / Renewal Card Issuance: Block Card (In case of lost / misplaced):

(*Applicable if customer not able to contact Toll Free No.)

(Please provide ticket no for blocked card online)

Discontinuation of ATM / Debit card Service:

(*Applicable if customer not able to contact Toll Free No.)

Link Account : Please link ATM Card No. Existing A/c. No. Link A/c. No. **ATM Card Related Claim :** Transaction Date Time Transaction Amount:

I made a cash withdrawal attempt at _____ to _____

Branch ATM. My Account got debited but cash was not dispensed / partial dispensed. (Supporting for Transaction is must i.e. screen shot / transaction slip, etc.)

Debit Card Related Claim : Transaction Date: Time Transaction Amount:

I made a POS / ECOM transaction at: _____

Remarks: _____

14. ANY OTHER REQUEST: _____

I have read, understood and agree to be bound by the Terms and Conditions to various products and service including SMS Alert, Internet / Mobile Banking, including Terms & Conditions related to sharing of relevant information under foreign tax laws like FATCA, as displayed on bank website. I agree that the Bank may debit service charges plus applicable taxes to my account wherever applicable.

Signature of 1st Holder**Signature of 2nd Holder****Signature of 3rd Holder**Date :

Place : _____

Note : If Account is having more than 1 holder than please take signature of all holders for Request No.1 & 11**FOR BRANCH OFFICE USE ONLY**

Certified that this Request letter is complete in all respect & all relevant documents are obtained & verified as per mode of operation and signatures of the A/c. The Request may please be processed. The CRF has been personally submitted by the Customer. I have satisfied my self about the identity of the customer by verifying his / her Debit card / KYC document & also his / her signature in Bank's records. I have done proper due diligence for updating the records of the customer.

REQUEST RECEIVED DATE:

EMPLOYEE NAME: _____

EMPLOYEE CODE: _____

Branch Official Sign & Stamp

ACKNOWLEDGEMENT TO CUSTOMERCustomer Name: _____ Request Received Date:

Request No. & Description: _____

EMPLOYEE NAME: _____

EMPLOYEE CODE: _____

Branch Official Sign & Stamp