

**CUSTOMER REQUEST FORM**

Misc. / /

Date: \_\_\_/\_\_\_/201

Customer's Account Number:

Customer ID:

|  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |

Customer's Name: Mr. / Mrs. / Ms \_\_\_\_\_

Request for miscellaneous services, please tick (✓), whichever is applicable:

| (v) | S. No. | Type of Request                               | Details   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-----|--------|---|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|     | A      | Change in Address                             | New Address _____<br>_____<br>Old Address: _____<br>_____   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | B      | Change in Phone Number                        | New Number: <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     |        |   |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | C      | Issuance of new Debit Card                    | If yes, please provide security information form  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     |        | Issuance of new PIN                           |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | D      | Request for Chequebook                        | No. of cheque books required  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | E      | Pay-in book request                           | No. of Pay-in-books required  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | F      | Request for A/c Statement                     | From (period) _____ to (period) _____   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | G      | Issuance of Net Banking                       | <b>Login Password</b> _____ <b>Transaction Password</b> _____   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | H      | Request for A/c activation                    | If yes, please provide new KYC documents  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | I      | Issuing Balance Certificate                   |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | J      | Stop payment                                  |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|     | K      | Any other service<br>(Please mention details) |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**\*\*Tax Residence information (Please encircle whichever is applicable)**

a) Are you a US citizen or tax resident? Yes/No

b) Do you have tax residency in UK? Yes/No

c) Do you have any tax residency other than UK/US? Yes/No

If you have answered yes to a) or b), please confirm that (please tick, whichever is applicable):

 the Self-Certification Form is attached

 there is no change from previously submitted Self-Certification Form

Date: \_\_\_\_\_

Customer's signature: \_\_\_\_\_

\* Original Proof of Address required for change of address requests.

Acceptable Address Proofs: Any Bank Account Statement / Utility Bill / Full Driving Licence / Council Tax Bill (not more than 3Months old). Bank does not accept internet printouts, credit card statement and mobile phone bill.

**\*\*Tax residence information is mandatory to be filled up**
**For Office use only (To Back Office, New Delhi):**

Please do as mentioned above \_\_\_\_\_

**Signature (CSA/ Officer)**
**Name:**
**Signature (Officer/ Manager)**
**Name:**