

If more than 3 holders then please fill up the additional form.

Branch Code (For office use only)

3rd Account Holder

P R E F I X

F I R S T

M I D D L E

L A S T N A M E

The closure proceeds may be refunded by way of (Please tick):

[illegible]

Place _____ Date _____

Branch Name & Stamp

Date

D

D

M

M

Y

Y

Signature of Bank Official

BANK USE SECTION

For Savings / Individual Current account - All the account holders to sign For Current accounts - As per BR / relevant authorization documents

BRANCH CHECKLIST

S.No#	Service linkage type (Please tick):	Branch to verify before proceeding with Account Closure.
1	APY account linked with this account	☐ Yes ☐ No
2	Investment and social security scheme accounts linked with this account	☐ Yes ☐ No
3	Lien/freeze/OD in the account if any, are removed	☐ Yes ☐ No
4	Account was opened with a deemed OVD and main OVD been obtained	☐ Yes ☐ No
5	Outstanding bills (including foreign bills)	☐ Yes ☐ No
6	Insurance holdings linked with this account	☐ Yes ☐ No
7	Locker facility, is delinked and customer has made other arrangements to service the locker rent	☐ Yes ☐ No
8	Tds linked with this account	☐ Yes ☐ No
9	All the standing instructions/NACH/ACH been deleted from this account	☐ Yes ☐ No
10	Doorstep Banking services been deactivated from the account	☐ Yes ☐ No
11	Others, if any	☐ Yes ☐ No

To be filled by the bank staff

- ☐ I confirm that I have personally met the customer and the customer has signed the form in my presence. The signature has been verified from bank records and is as per the operating mandate.
- ☐ Connected with Customer on registered Mobile No _____@____:____AM/PM
- ☐ Original Seen and Verified
- ☐ Acknowledgement and service request no. provided.

Emp. Name & Designation
Emp. Code

Signature of Bank official

To be filled by the BOSM/BM, post below authorization

- ☐ All information (incl. Name and/or signature variation), as specified in the form have been verified & found to be correct. I authorize the form update.
- ☐ For Ivy/Eternity/Royale accounts, I have met the customer and understood customers concerns and tried retaining him/her.

Emp. Name & Designation
Emp. Code

Signature of BOSM/BM

Service Request Number

Branch Code

Branch Name

Mode of Customer Request

- ☐ Walk in Customer
- ☐ Speed Post / Courier
- ☐ Request received from the Registered mail