

# ACCOUNT OPENING FORM FOR RESIDENT INDIVIDUAL (PART -I) (Must be accompanied with Terms and Conditions) CUSTOMER INFORMATION SHEET (CIF Creation/Amendment)



70	Related Person / Guardian, Part -I (CIF Sheet) and Terms & Conditions to be taken for each customer)  declaration cum undertaking, to be obtained	
Branch Name	Branch Code	
Fields marked asterisk (*) are (For office use only)	mandatory. Please fill up in BLOCK letters only and use black ink for signature  Bank/Branch to affix rubber stam name and code no.	p of
Customer ID	Application Type New Update	
Account No.	CKYC No. CKYC update request and creation of CIE/Assaurt through using C	CKYC No. )
Account type	Normal   Small   Minor   Minor   Staff   PF NO.	KTC NO.
A. Personal Details		
1.Name*:	MALYALA LA KSHMINARAYANA MASHOK MIDD	L E
(Same as ID Proof)	N A M E L A S T N A M E	
2.Date of Birth*:	D 1 D6 № 0 M6 ¥ 2 Y 0 Y 0 4 3.Gender* Male MFeAal E Third Gender	
4.Marital Status	Married Unmarried Others 5. No. of Dependers	
6.Name of * (Please tick one)	Father Mother Spouse*	
(Ficuse tien offe)	F I R S T N A M E M I D D L E N A M E L A S T N A M E	
	(Father name is mandatory, if PAN is not provided)	
7.Name of Guardian	FIRSTNAME MIDDDLENAME LASTNAME	
(In Case of Minor*)	Relationship with Guardian Relationship with Guardian	
8.Nationality:	In-Indian Others Country Name 9.Citizenship:	
*10.Occupation Type Service	State Govt. Central Govt. Public Sector Undertaking Defence Pvt. Sector Employee ID (other than Defence & Paramilitary pe	ersonnel
Place of Posting		ersonner
Business	Industrialist Trade Sect. Serv. Sect Migrant Labour Contractor Jeweller / Bullion Trader Pawi	n Shop
	Import / Export Customer Other Self Employed	
Others		nalist
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# ACCOUNT OPENING FORM FOR INDIVIDUAL (PART -II) (SAVING BANK, CURRENT ACCOUNT AND TERM DEPOSITS)



Fields marked asterisk (\*) are mandatory.

Please fill up in BLOCK letters only and use black ink for signature

	YYY
First Applicant Customer ID	
Second Applicant Customer ID Bank / Branch to affi	ix rubber stamp of
Account No.	code no.
I / We request you to open my / our deposit account with your branch / bank as under: (Tick (√) relevant type of account)	
A. Type of Account (In case of current account, declaration cum undertaking, Annexure 3 to be obtained)	
Savings Bank Account   BSBDA   BSBDA Small Account   Current Account (Individual)   Fixed Deposit / MOD / RD   Caps Gain (SB)	Savings Plus Account
(Please fill point No D 1/2/3) (Please fill point No D 1/2/3) (Please fill point No D 1/2/3)	
B. Mode of Operation	
Self Either or Survivor Former or Survivor Any one or Survivor Jointly Operated Other_	
C. Services Required	
1 ATM-CUM-DEBIT CARD  Name as would appear on the card  Ist Applicant	Znd Applicant
1st Applicant Yes No Physical Card	Physical Card
Virtual Card	Virtual Card
2nd Applicant Yes No a) Rupay	a) Rupay
Additional Factor of authentication is not mandatory for transactions on International E-Commerce merchants. Card will be supplied with  International transactions disabled status which can be enabled with available channel as and when required. Card can be used for Contactless  c) Master	b) Visa
transaction upto limit prescribed by the Banks from time to time without PIN.  (Mobile no. is mandatory for services 2 to 6)	C) Master
2. CHEQUE BOOK  Yes  No  Yes  Yes  Yes	No
(Only for Regular SB/Current Accounts/Caps Gain(SB)  (Not available for Regular BSBD/Small Accounts)  5. PHONE BANKING SERVICES:  Yes	No
3. INTERNET BANKING REQUIRED:  Transaction rights required  6. MORIL E RANKING:	
1st Applicant Yes No 7. PASSBOOK REQUIRED:	No
2nd Applicant Yes No	No
(Available only for singly operated accounts and joint accounts operated by Either or Survivor mode.  8. e-Statement (at monthly intervals), Required	Not Required
in case of accounts operated as normer of Survivor mode into facility is available to 1st applicant only)	
D. Term Deposit  1) In Case of Joint Accounts, Income Tax provision will applicable to primary / First Account holder only.	
D. (1) Fixed Deposit : For the following products/facilities, please furnish options/details:	
TERM DEPOSIT TERM DEPOSIT (REINVESTMENT) ANNUITY DEPOSIT TAX SAVING SCHEME CAPS GAI	N/TDD)
Amount: Rs.  Rs. (in words)	N (IDK)
	N(IDR)
Name of Depositor(s), Amount and Period of Deposit authenticated by Cash Officer in case	Initials of Cash Officer
Period: Year(s) Month(s) Days  Name of Depositor(s), Amount and Period of Deposit authenticated by Cash Officer in case of Illiterate Depositor	Initials of Cash
Period: Year(s) Month(s) Days  Name of Depositor(s), Amount and Period of Deposit authenticated by Cash Officer in case of Illiterate Depositor  In case of Term Deposit, interest payable# Monthly Quarterly Calendar Quarter Half Yearly  Yearly	Initials of Cash Officer
Period: Year(s) Month(s) Days  In case of Term Deposit, interest payable Monthly Quarterly Calendar Quarter Half Yearly Yearly  Maturity instruction Auto renew* principal & payback interest Auto renew* principal & interest Payable interest Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)	Initials of Cash
Period: Year(s) Month(s) Days  In case of Term Deposit, interest payable Monthly Quarterly Calendar Quarter Half Yearly  Maturity instruction Auto renew* principal & payback interest Auto renew* principal & interest Pay principal & interest Auto Renew* with pay	Initials of Cash Officer
Period: Year(s) Month(s) Days  In case of Term Deposit, interest payable Monthly Quarterly Calendar Quarter Half Yearly Yearly  Maturity instruction Auto renew* principal & payback interest Auto renew* principal & interest Pay principal & interest Auto Renewal.)  (Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (All Interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):	Initials of Cash Officer
Period: Year(s) Month(s) Days  In case of Term Deposit, interest payable Monthly Quarterly Calendar Quarter Half Yearly Yearly  Maturity instruction Auto renew* principal & payback interest Auto renew* principal & interest Pay principal & interest Auto Renewal.)  (Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (All Interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):	Initials of Cash Officer  part amount for Rs
Period: Year(s) Month(s) Days  In case of Term Deposit, interest payable Monthly Quarterly Calendar Quarter Half Yearly  Maturity instruction Auto renew* principal & payback interest Auto renew* principal & interest Pay principal & interest Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (a) (All Interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):  Is:	Initials of Cash Officer  part amount for Rs
Period: Year(s) Month(s) Days  In case of Term Deposit, interest payable Monthly Quarterly Calendar Quarter Half Yearly Yearly  Maturity instruction Auto renew* principal & payback interest Auto renew* principal & interest Pay principal & interest Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (a) (All Interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):  By credit to my Bank Account No.  D. (2) MULTI-OPTION DEPOSIT SCHEME (MOD) / AUTO SWEEP  Type of Deposit Term Deposit Term Deposit (Reinvestment) Period of Deposit	Initials of Cash Officer  part amount for Rs
Period: Year(s) Month(s) Days  Calendar Quarter Half Yearly  Maturity instruction  Auto renew* principal & payback interest Deposit interest Payable  Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (a) #( All Interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):  By credit to my Bank Account No.  D. (2) MULTI-OPTION DEPOSIT SCHEME (MOD) / AUTO SWEEP  Type of Deposit  Term Deposit  Term Deposit (Reinvestment)  Period of Deposit	Initials of Cash Officer  part amount for Rs
Name of Depositor(s), Amount and Period of Deposit authenticated by Cash Officer in case of Term Deposit, interest payable* Monthly Quarterly Calendar Quarter Half Yearly Yearly  Maturity instruction(a) Auto renew* principal & payback interest Auto renew* principal & interest Pay principal & interest Auto Renew* with *(Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (a) #(All Interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):  (B) By credit to my Bank Account No.  D. (2) MULTI-OPTION DEPOSIT SCHEME (MOD) / AUTO SWEEP  Type of Deposit Term Deposit Term Deposit (Reinvestment) Period of Deposit	Initials of Cash Officer  part amount for Rs
Period: Year(s) Month(s) Days  Calendar Quarter Half Yearly  Maturity instruction  Auto renew* principal & payback interest Deposit interest Payable  Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (a) #( All Interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):  By credit to my Bank Account No.  D. (2) MULTI-OPTION DEPOSIT SCHEME (MOD) / AUTO SWEEP  Type of Deposit  Term Deposit  Term Deposit (Reinvestment)  Period of Deposit	Initials of Cash Officer  part amount for Rs
Period: Year(s) Month(s) Days    Days	Initials of Cash Officer  part amount for Rs
Name of Depositor(s), Amount and Period of Deposit authenticated by Cash Officer in case of Term Deposit, interest payable  Month(s)  Days	Initials of Cash Officer  part amount for Rs
Period: Year(s) Month(s) Days Days Days Days Days Days Days Days	part amount for Rssue Banker's Chq / Draft
Name of Depositor (s), Amount and Period of Deposit authenticated by Cash Officer in case of Term Deposit, interest payable*	part amount for Rssue Banker's Chq / Draft
Name of Deposit control of Deposit authenticated by Cash Officer in case of Term Deposit, interest payable."  In case of Term Deposit, interest payable."  Monthly  Quarterly  Maturity instruction.  Auto renew* principal & payback interest  Auto renew* principal & interest  Auto Renewal will be done for the similar term at the prevailing interest rate on the date of renewal.)  (A) (A) interest payable and Maturity instructions options will not be offered by all Banks. Contact respective Banks for the options available.)  Payment instruction (Maturity Proceeds/Residual amount):  By credit to my Bank Account No.  D. (2) MULTI-OPTION DEPOSIT SCHEME (MOD) / AUTO SWEEP  Type of Deposit  Term Deposit  Term Deposit (Reinvestment)  Period of Deposit Year(s)	part amount for Rssue Banker's Chq / Draft
Name of Depositor (s), Amount and Period of Deposit authenticated by Cash Officer in case of Term Deposit, interest payable*	part amount for Rssue Banker's Chq / Draft

D. (4)

If Term Deposit Accounts are opened with operating instructions 'Either or Survivor' OR 'Former or Survivor', the signatures of both the depositors need not be obtained for payment of the amount of the deposits on maturity. However, signatures of both the depositors have to be obtained, in case the deposit is to be paid before maturity.

D. (5)  A. If the operating instruction is 'Either or Survivor' and one of the depositors expires before maturi	ity, no pre-payment of the term deposit may be allowed without concurrence of the legal heirs of t
deceased joint holder. This, however, would not stand in the way of making payment to the survivo	
B. Premature withdrawal of the deposit on death of one of the depositors: Instead of the concurrence	sent from the legal heirs of the deceased depositor. This mandate will remain valid during the term of the
Yes, I/We agree. As a result, we understand that the guidelines contained in Clause D (5)(A) as re	
Other guidelines contained in Clause D (5)(A) shall apply to the deposit.  No, I/We do not agree. As a result, we understand that the guidelines contained in Clause D (5)(	(A) shall apply to the deposit in entirety
	Ay shall apply to the deposit in entirety.
E. Saving Plus Account  Threshold Resultant Balance	Sweep Multiple
Frequency: Weekly Fortnightly Monthly Bi-Monthly Quarter	
MOD to be broken:  Last in First Out  First in First out	
F. Nomination (If required, fill Form DA-1)	
FORM DA-1 (No	omination Form)
Details of Nomination:	Registration No.
Nomination under section 45ZA of the Banking Regulation Act, 1949 and Rules 1985 in respect of Bank De	posits.
(Name(s) and Address (es)) nominate the following person to whom in the event of my/our/minor's death below, may be returned by the State Bank of India,	
/ We want the name of the nominee to be printed on the passbook	
Details of Deposit: Type of Deposit:	Account Number:
Details of Nominee	
Name:	
Address of the nominee:	
Mobile Number of the Nominee	Date of Birth of nominee (in case of minor)  D D M M Y Y Y
Relationship with the Depositor	
As the nominee is a minor on this date,   appoint Shri / Smt / Kum	
Addressto receive the amount of	
(Nomination in favour of other than Individual is invalid)	
(Signature of the Applicant / Thumb impression of the Applicant)	(Signature of the Applicant / Thumb impression of the Applicant)
*Cianatura of the first with see	*Cionatura of the second witness
*Signature of the first witness  Name:	*Signature of the second witness  Name:
Address	Address
(*Witnesses are mandatory only in case of the applicant is affixing his/her thumb impression)	Date D D W W V V V Disas
/ We do not want to nominate any person in this account	Date D D M M Y Y Y Place
(Signature of the Applicant / Thumb impression of the Applicant)	(Signature of the Applicant / Thumb impression of the Applicant)
G. DECLARATION CUM UNDERTAKING CUM SELF – CERTIFICATION	
<ol> <li>I / We have read the copy of Terms and Conditions of the Account Opening Form given to me / us. The Te</li> <li>(In case of Minor Accounts)</li> </ol>	erms and Conditions have been explained to me/us and having understood, I / we accept the same.
I hereby declare that the date of birth of the minor who is myand I am	his/her natural and lawful guardian/guardian appointed by court order dated(copy enclose htil the said minor attains majority. I shall indemnify the bank against the claim of the above minor for a
withdrawal/transactions made by me in his/her account).  3. I hereby declare that I do not maintain a Basic Savings Bank Deposit Account (BSBDA) with any other Bank	
Place:	To branch (Applicable in case of bobb / tecounty
Date: D D M M Y Y Y Y (Signature of the Applicant / Thumb	(Signature of the Applicant / Thumb impression of the Applicant)
FOR OFFICE USE / ATTESTATION	
(for office use only)	Queue No. Initials
Open Account	Account
Date: D D M M Y Y Y (Authorised signatory)	CIF Linking
i) Internet Banking (INB) Kit No.:	INITIALS Personalised Cheque
ii) INB Viewing rights Transaction rights given on:	INITIALS RINB
iii) ATM Card data transmitted on:	INITIALS MBS
iv) Nomination Serial No.:	INITIALS SMS Alert
v) Threshold (KYC) limit:	INITIALS Removal of Posting
vi) Phone Banking	INITIALS Scanning

#### TERMS AND CONDITIONS FOR OPENING OF DEPOSITS ACCOUNTS

- laffirm and declare that I have read over and understood the rules and regulations of the "Bank" and those relating to various services offered by the Bank including but not limiting to debit card/internet banking/SMS banking/Tele-Banking/Mobile Banking/Virtual Banking and any other facilities. I agree to abide by the same as amended/modified from time to time by the Bank/Regulator/Government published through circulars, notifications, notice board/websites/newspaper publications, etc. I waive the rights, if any, to have personal notice in respect of such amendments/modifications. I agree that the transactions and requests executed in my account(s)through internet, mobile, tele-banking or virtual banking under my User ID and password/PIN/OTP will be legally binding on me & I am responsible for the maintenance of secrecy and confidentiality of the authentication credentials and any other information/details/OTP/PIN, etc., in such matters. I agree that Bank has got all the rights to debit my account for any service charge, expenses or other dues which the Bank is entitled/ liable to recover from me. I also authorise the Bank and agree to close/discontinue my account without any notice to me(under normal circumstance, bank will not close account without giving 30 days notice indicating reason for closure). I hereby undertake to inform the Bank on any change in my communication address or constitution.
- In respect of accounts opened on the basis of Aadhaar details, I hereby declare that I have submitted the Aadhaar Card issued by UIDAI voluntarily for identification and /or address proof towards the compliance of KYC norms under the PMLA, 2002 and I hereby consent that the Bank may verify the same with the UIDAI and authorise the UIDAI expressly to release the identity and address through biometric authentication to theBank. I wish to seed this account with NPCI mapper to enable me to receive Direct BenefitTransfer (DBT) including LPG subsidy from Govt of India (GOI) in this account. lunderstand that if more than one benefit transfer is due to me, I will receive all the benefit transfer in this account.
- | confirm and declare that I am not prevented/prohibited/restricted by any applicable legal/regulatory/contractual or other provisions from opening and/or maintaining the accounts or to transact with the Bank in any other way.
- agree that my personal KYC details may be shared with Central KYC registry or any other competent authority. I hereby provide my consent to download the KYC records from the Central KYC Records Registry (CKYCRR) by using the KYC Identifier as submitted by me or retrieved through CKYCRR by using the information provided by me in the Customer Information Sheet (CIF). I hereby provide my consent to use the downloaded KYC information for opening of CIF and Accounts. I hereby consent to receive information from the Bank/Central KYC Registry/ Gol/RBI or any other authority through SMS/e-mail on my registered mobile number/ e-mail address. I also agree that the non-receipt of any such SMS/e-mail shall not make the Bank liable for any loss or damage whatsoever in nature.
- I hereby certify that I have declared my status as per the rules applicable under section 285BA of the Income Tax Act, 1961 as notified by Central Board of Direct Taxes (CBDT) vide Notification No. S.O. 2155(E) dated 7 August 2015 and RBI Circular Ref No. DBR.AML.BC.No.36/14.01.001/2015-16 dated 28 August 2015 in the matter including any subsequent modification/amendment thereof.
- I understand, acknowledge and authorise that as per the provisions of Income Tax Act, Rules made thereunder and the guidelines issued by the Government/RBI in the matter, depending upon the residential status and/or other criteria stipulated therein, the Bank may have to report the details in respect of my account(s) as per the prescribed format to the Central Board of Direct Taxes (CBDT) or other Government Agencies to comply with the obligations as per the Inter-Governmental Agreements (IGA) in respect of Foreign Accounts Tax Compliance Act (FATCA) and Common Reporting Standards (CRS) and / or any other similar arrangements.
- I certify & declare that the information provided by me for opening loan account and availing other services herein or through website/electronically as applicable to me signed/authenticated by me as well as in the documentary evidence provided by me for opening loan account and availing other services are, to the best of my knowledge and belief, true, correct and complete and that I have not withheld any material information that may affect the assessment/categorization of my account as a U.S. Reportable Account or Other Reportable Account or otherwise. In case any of the information or details provided by me is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.
- I undertake the responsibility to declare and disclose immediately and in no case beyond 30 days from the date of change, any changes that may take place in the information provided herein/or otherwise, as well as in the documentary evidence provided by me or if any certification becomes incorrect or undergoes a change. I further undertake to provide fresh and valid self-certification along with documentary evidence as and when so required; nevertheless all declaration and undertaking given herein will also be applicable to all such modified/amended document/information provided by me unless revised self-certification as above is provided to the Bank.
- l also agree that my failure to disclose any material fact/information known to me now or in future or my failure to remedy any deficiency in documents/information/other details within the stipulated period, may invalidate me from transacting in the account and the Bank would be within its right to put restrictions in the operations of my account or to close it or to report to any regulator and/or any authority designated by the Government of India(GoI)/RBI for the said purpose or take any other action as may be deemed appropriate by the Bank under the guidelines issued by CBDT/RBI/GoI from time to time.
- I also agree to furnish and intimate to the Bank any other particulars that are called upon me to provide on account of any change in law either in India or abroad in the above matter or otherwise.
- I shall indemnify the Bank from any loss/damage that may be caused to the Bank on account of any defect/mistake in the details provided herein or on account of providing incorrect or incomplete information by me.
- lundertake to submit data/information together with fresh KYC documents for updation of KYC details at periodical intervals as may be required by the Bank.
- I understand that the account will be activated and debits will be allowed only after completion of Customer Due Diligence relating to KYC by the Bank.
- In case the account is opened without PAN, I undertake to submit PAN on or before such date as may be notified by the Government of India, failing which the account shall cease to be operational till the time PAN is submitted, as per Prevention of Money -Laundering (Maintenance of Records ) Rules 2005. Till the time PAN is submitted, as per Prevention of Money -Laundering (Maintenance of Records ) Records ) Rules 2005. PAN details are mandatory for conducting International / Forex transaction through account.
- In case, deemed OVDs are submitted for Current Address at the time of Account opening, I undertake to submit Aadhaar or any of the OVD having Current Address within 3 months from the date of account opening, failing which I understand that my account may cease to be operational as per GOI guidelines at the material time.
- have received the Welcome Kit containing INB Kit and ATM card/cheque book and understand that in case of any misuse/misplacement of the contents of the Kit, the Bank will not be liable for any loss/damage.
- 17. I hereby certify that the Savings Bank Account would be used by me to route transactions of only non-business/non-commercial nature. In the event of occurrence of such transactions or any such transactions that may be construed as commercial/business/dubious or undesirable, the Bank reserves the right to unilaterally freeze operations in such accounts and /or close the account.
- I have been advised of Average Monthly Balance(AMB) requirement for the account to be opened and given to understand that these requirements are subject to revision/changes and such revision/changes will be uploaded in the Bank's site which will be acceptable to me as a notice to that effect.
- confirm that the product features of BSBD account have been explained to me(applicable to BSBD account applicant)
- Applicable for Small Accounts: I understand that this account shall remain operational initially for twelve months, can be extended for further twelve months on submission of evidence applied for OVD. The entire relaxation/ provisions shall be reviewed after twenty four months.
- I have been advised that if I do not provide my mobile number, I will not be eligible for any facility of electronic transactions other than ATM cash withdrawals.
- (Applicable for accounts opened for credit of Social Welfare Benefits)
  - lunderstand that this account will be opened under BSBD category. I also understand that in case, I do not wish to continue in this BSBD account, and switch over to Regular Savings Bank account, I will have to maintain the Average Monthly Balance (AMB) applicable for Regular Savings Bank Account. I therefore undertake to maintain AMB in the account if I switch over to Regular Savings Bank Account. from BSBD.
- 23. (Applicable for accounts opened in the name of Minors)
  - I understand that the requirements of Average Monthly Balance(AMB) and penalty for non-maintenance will be applicable in this account once the applicant becomes Major. I therefore undertake to maintain Average Monthly Balance (AMB) from the date of attaining majority.
- 24. | hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately in case any of the above information is found to be false or untrue or misleading or misrepresenting. I am aware that I may be held liable for it.
- 25. | understand that in the event of failed Standing Instruction for Loan Repayment / dishonour of a cheque/NACH/ECS due to lack of funds / insufficient funds on 04 occasions during financial year no fresh cheque book would be issued., closure of account may also be considered.

26. I/We confirm that the product features of account have been exp	plained to me
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62.	the Applicants / Thumb impression of the Applicants)

27. I acknowledge receipt of rules and regulations of Savings Bank Account.

(Signature of the Applicants / Thumb impression of the Applicants)	(Signature of the Applicants / Thumb impression of the Applicants)

ACKNOWLEDGEMENT DA-1	
We acknowledge receipt of nomination made by you in favour of:	
Name of the Nominee	Date: Years:Years:Years:
With respect to your Account Number	
Registration No.	Signature of Bank Official with Seal

#### SAVINGS BANK RULES (ABRIDGED)

#### **Know Your Customer Guidelines**

Any person fulfilling account opening requirements may, upon agreeing to comply with the prescribed rules, open a Savings Bank Account, provided she/he furnishes proof of identity and proof of address as required by the Bank.

#### Nomination & Survivorship Facility

The nomination facility is available on Savings Bank Accounts and the account holders are advised to avail of this facility for smooth settlement of claim by legal heirs in unforeseen circumstances. Nomination can be made in favour of only one nominee. In case they do not wish to make a nomination, the fact should be recorded on the account opening form under their full signature. Joint account with survivorship benefit can be operated by the survivor, in such circumstances. Types of Accounts, Balance Stipulation & Service Charges The applicants can open an account either with chequebook facility or without chequebook. The current monthly average balances prescribed for SB accounts and the charges prescribed for non maintenance of minimum balance, are available at the Banks website and Contact Centre. The information can also be obtained from Branches. There is no ceiling on maximum balance in Savings Bank account, except for Minors account.

#### **Minors Accounts**

Minors who can adhere to uniform signature and are not less than ten years old can open accounts in their single name and maintain therein a maximum balance of Rs. 10,00,000/ (Rs. Ten lacs only). Minors may open joint accounts with their guardians.

#### How To Open An Account?

In ordinary course, applicant(s) should attend the Bank personally for completion of formalities for opening the account. They will duly fill in and sign the prescribed application form. Applicant(s) should submit KYC documents, declaration as applicable for RBI/CBDT and two copies of his/her/ their recently taken passport size photographs. Applicants can also apply for opening an account online. Account holders signatures must be legible and well formed. Signatures should not be in capital or block letters. Each account will be given a distinctive account number. While dealing with the Bank, this number should be invariably quoted by the account holder(s). The account holders, in their self-interest, are expected to adhere to uniform signature as per specimen recorded with the Bank while operating the accounts and addressing any correspondence to the Bank.

#### Pass Book

The pass book and cheque book supplied to the account holder should be kept in a safe place. The Bank will not be responsible for any loss or incorrect payment attributable to the account holders neglect in this regard. For withdrawing cash by means of a withdrawal form, the pass book must be presented. Withdrawals using cheque forms and Debit card can be effected without pass book. Deposits may be made without production of the pass book. Pass book should be got updated regularly. The pass book will be returned to the account holder immediately after completion of the transaction duly updated. In case it is not collected within a weeks time, it will be returned to them by Registered A.D. post/ Courier at their cost. The account holders should carefully examine the entries in their pass books and draw the Banks attention to errors or omissions, if any. Duplicate in lieu of the lost or mutilated pass book may be issued on receipt of a written request from the account holder after necessary enquiries, completion of formalities and recovery of prescribed charges. The current charges prescribed for this are available at the Banks website and Contact Centre. This information can also be obtained from Branches.

#### Cheque Book

The Bank will issue the first cheque book after completion of all formalities with regard to opening of the account. Bank shall issue Cheque Book subject to recovery of charges as applicable. The current charges prescribed for this are available at the Banks website and Contact Centre. This information can also be obtained from Branches. The account holders must use only the cheques from the cheque books issued to them by the Bank. The Bank reserves the right to refuse payment of any cheques drawn otherwise. Ordinarily, Bank will not issue more than one cheque book at a time or before exhausting all or nearly all cheque leaves issued previously. Cheques must be written legibly. Stop payment instructions in respect of cheques issued or lost can be registered with the Bank on payment of a prescribed service charge. The current charges prescribed for this are available at the Banks website. This information can also be obtained from Branches.

#### General

Savings Bank account is essentially a facility to build up savings and hence must not be used as a Current Account. Bank may close an account should it have any reason to believe that the account holder has used her/his account for a purpose for which it is not allowed.

#### **Deposits**

Only three cash deposit transactions are allowed free of cost in a month. No restrictions on cash deposit at Non Home branch. No deposit in cash for less than Rs 10/- will be accepted. Cheques, drafts or other instruments drawn only in favour of the account holder will be accepted for credit of the account. Third party instruments endorsed in favour of the account holder will NOT be accepted. No drawings against accepted instruments will be normally permitted until these are realised. In satisfactorily conducted accounts, immediate credit will be afforded for outstation / local instruments upto the value laid down from time to time. The normal collection and out of pocket charges will be recovered. The current limit and charges prescribed for this are available at the Banks website and Contact Centre. This information can also be obtained from Branches. Overdue interest will be recovered for instruments subsequently returned unpaid.

#### Withdrawals

The account holder can withdraw money personally from her/his ordinary Savings Bank Account by using Banks standard withdrawal form. The Pass Book /any OVD must accompany the withdrawal form. The withdrawal form can be used only for receiving payments by the accountholder himself/ herself. ATM cum Debit card can also be used in ATMs for cash withdrawal. The account holder cannot withdraw an amount less than Rs. 50/-. All withdrawals must be in round Rupees only. Third party payments through withdrawal forms are not permitted. A letter of authority as per the prescribed format, along with the pass book should be sent to the Bank through an authorised representative to receive payment in case the account holder is unable to attend personally to withdraw cash from her/his account. The minimum drawing permitted per cheque form is limited to Rs. 50. The maximum number of free debit entries permitted in an account depends on the AMB in the account or as decided by the Bank from time to time. Charges prescribed for exceeding this limit are available at the Banks website and Contact Centre. This information can also be obtained from Branches. Cash withdrawal can be made from the accounts of the sick, old or incapacitated account holders who are unable to attend the Bank and/or also not able to put their signature or thumb impression for withdrawing cash by completing the laid down formalities.

## Overdrafts

Overdrafts in Savings Bank accounts may be permitted under exceptional circumstances with prior arrangements only. Cheques drawn in excess of the balance in the account will be returned unpaid. Service charge will be recovered each time a cheque is returned unpaid for want of sufficient funds. Charges prescribed for this are available at the Banks website and Contact Centre This information can also be obtained from Branches.

## Inoperative Accounts

Account holders are advised to operate their accounts regularly. Accounts not operated are classified as Inoperative after the stipulated time period of 24 months since last operation. The current prescribed charges in this regard are available at the Banks website and Contact Centre. This information can also be obtained from Branches.

# Standing Instructions

The account holder can request the Bank for effecting periodical payment of insurance premium, membership fees, etc. by debit to her/ his account on payment of service charges. The current prescribed charges for Standing Instruction are available at the Banks website. This information can also be obtained from Branches.

## Payment of Interest

As per RBI guidelines applicable from time to time. Interest will be calculated on a daily product basis. Interest will be credited to the account at quarterly intervals. Interest will be paid only if it works out to Re 1/-or more. There after fifty paise and more will be rounded off to the next higher rupee and anything less will be ignored. In case of accounts frozen by the enforcement authorities, "Bank shall continue to credit the interest to the account on a regular basis."

## **Transfer & Closure Of Account**

Accounts may be transferred between branches of the Bank at the request of the account holder(s). Request for closure of account should state the reason for closure. The pass book must accompany such request. Joint accounts can be closed only at the request of all such joint signatories. Service charge at prescribed rate will be recovered if an account is closed after 14 days upto one year of its opening. The current charges prescribed for this are available at the Bank's website. This information can also be obtained from Branches. Accounts can be transferred ONLINE also.

## Change in Rules

The Bank reserves the right to alter, delete or add to any of these Rules and service charges for which the customer will be duly notified through Bank's website and/or branch notice board.

## Features of BSBD account.

- i. The deposit of cash at bank branch as well as ATMs/CDMs
- $ii. \, Receipt \, / \, credit \, of \, money \, through \, any \, electronic \, channel \, or \, by \, means \, of \, deposit \, / \, collection \, of \, cheques \, drawn \, by \, Central \, / \, State \, Government \, agencies \, and \, departments.$
- iii. No limit on number and value of deposits that can be made in month.
- iv. Minimum 4 withdrawals including ATM withdrawals
- v. ATM Card or ATM-cum-Debit Card









FORM - 60 ( In Case PAN is not Available )
NAME:
(SAME AS ID PROOF)
IF APPLIED FOR PAN AND IT IS NOT YET GENERATED. ENTER DATE OF APPLICATION & THE ACKNOWLEDGEMENT NUMBER
IF APPLIED FOR PAN AND IT IS NOT YET GENERATED, ENTER DATE OF APPLICATION  IF PAN IS NOT APPLIED, FILL ESTIMATED TOTAL INCOME (INCLUDING INCOME OF SPOUSE, MINOR CHILD, ETC) AS PER SECTION 64 OF INCOME TAX ACT 1961 FOR FINANCIAL YEAR IN WHICH
THE ABOVE TRANSACTION IS HELD
A CRICULTURE INCOME (RC)
AGRICULTURE INCOME (RS)  OTHER THAN AGRICULTURAL INCOME
<u>VERIFICATION</u>
of my knowledge and belief. I further declare I do not have a permanent account number and my / our estimated total income (including income of spouse, minor child, etc.) as per section 64 of Income
Tax Act 1961 computed in accordance with the provisions of Income Tax Act 1961 for the financial year in which the above transaction is held will be less than the maximum amount not chargeable to tax.
Verified to day, the day of
Place: Signature of the Declarant
Details of Related Person (To be filled for minor)
Addition of Related Person  Deletion of Related Person
KYC of Related Person (If Available)*
Related Person type* Guardian of Minor Assignee Authorised Representative
Name*:
(If KYC Number and name are provided, below details are optional)
PROOF OF IDENTITY (POI) OF RELATED PERSON*
A-Passport B-Voter's Identity Card C-Driving Licence D-UID (Aadhaar) E-NREGA Job Card
F-Letter Issued by National Population Register Containing Details of Name & Address
G-OTHERS (Any Document notified by the Central Government/RBI)
Document No/Identification Number*
Issue Date*:  D D M M Y Y Y Y Expiry Date (If Applicable)*: D D M M Y Y Y Y Y
Remarks
FATCA Declaration Form
Place/City of Birth*:  Country of Birth*:
Multiple Tax Residency: Details of Country of Tax Residence in India, and/or in USA @ And / or in any other Country of Territory Outside India as Under
Country of Tax Residence# Tax Identification number or equivalent if issued by jurisdiction Identification type (TIN or Other, please specify)
* A citizen of US including individual born in US but resident in another country (who has not given up US citizenship)
* A person residing in US including US green card holder * Certain persons who spend more than 180 days in US each year Address in the jurisdiction/Country - where the applicant is Resident outside India for Tax Purpose
Address*
City / Village*:  State*
Country Name*  ZIP / Post Code*
Place:
Date: