

SAVINGS ACCOUNT
 **COMMERCIAL BANK**

- ☐ Regular Savings Account
☐ Power Savings Account
☐ Super Saver Account
☐ Anagi Women's Savings Account

The Manager
Commercial Bank of Ceylon PLC
(Branch Name)

For office use only

Date (DD/MM/YYYY):

Account No :

Manager's Intl :

APPLICATION TO OPEN A SAVINGS ACCOUNT

Please open a Savings Account in my / our name/s. I / We agree to comply with and to be bound by the rules and regulations applicable for the conduct of such account. Account will be operated by myself / ourselves or either of us.

Pass Book Savings

☐

Statement Savings

☐

Statement Frequency Monthly

☐

/ Quarterly

☐**PLEASE FILL IN BLOCK CAPITALS**

(CIF No

for office use only)

1. Full Name : Rev / Mr / Mrs / Ms /
(Please underline surname)

Address

Date of Birth (DD/MM/YYYY)

Phone No. (Home)

Profession (Please Specify)

I am an Income Tax Payer No ☐ Yes ☐

Existing Account No. (If any)

NIC / Passport No

Phone No. (Mobile)

e-mail

Income Tax File No

Signature

If Joint Account - Details of Other Applicant

(CIF No

for office use only)

2. Full Name : Rev / Mr / Mrs / Ms /
(Please underline surname)

Address

Date of Birth (DD/MM/YYYY)

Phone No. (Home)

Profession (Please Specify)

I am an Income Tax Payer No ☐ Yes ☐

Existing Account No. (If any)

NIC / Passport No

Phone No. (Mobile)

e-mail

Income Tax File No

Signature

Pass Book Received

1. Interest will be credited monthly at the rate determined by the Bank at its discretion without prior notice to the customers.
2. Interest will not be credited if the balance in the account is less than the required minimum balance stipulated by the Bank.

1.

Signature

2.

Signature

For office use only

KYC docs obtained

Input by	Initial	EMP No.	Checked by	Initial	EMP No.	Scanned by	Initial	EMP No.

RULES FOR SAVINGS ACCOUNT

- Business relating to Savings Accounts will be conducted by the Bank during normal business hours.
- The minimum deposit required to open an account varies from branch to branch. This information could be obtained on request. There are no limitations on subsequent deposits.
- Accounts which carry less than the required minimum balance may be closed by the Bank.
- Cheques / Drafts which are not drawn favouring the Bank and money orders etc., will be accepted to the credit of Savings Accounts only at the discretion of the Bank.
- Interest will be calculated on the daily balance and credited monthly.
- Each Passbook Savings Account holder will be issued with a passbook, the safety of which will be the account holder's responsibility. The Bank must be notified without delay if the passbook is lost, stolen or misplaced.
- The amounts deposited and withdrawn will be recorded in the passbook by the Bank. Account holders should examine passbooks carefully before leaving the Bank and satisfy themselves that the entries made therein are correct. Any discrepancy must be notified to the Bank immediately.
- Passbook should be presented at least once in every six months to have all transactions recorded therein. Transactions beyond three years will not be available for recording in the passbook.
- The Bank reserves the right to mail, at its discretion, statement of transactions not recorded in the passbook.
- Withdrawals can be made by the account holder from the ATM or at the Bank counter upon the production of the passbook and a correctly completed withdrawal form.
- Any payments made by the Bank upon a correctly completed withdrawal form together with the passbook shall have the same effect as if made to the account holder personally.
- Drawings on Statement Savings account can be made by the account holder from the ATM or at the bank counter. Any payment made by the Bank upon production of the ATM card and /or a correctly completed withdrawal form shall have the same effect as if made to the account holder personally.
- The Bank reserves to itself the right to alter or add to these rules at any time.