

NRI | Request for Change of Address
FORMS (To be submitted with photocopies of self-attested valid passport and relevant documentary proofs).

Date:

To,
 ICICI Bank Limited
 NRI HUB, RPC Mumbai
 Autumn Estate, 5th Floor, 'A' Wing
 Near Mhada, Chandivali, Andheri (E)
 Mumbai - 400 072, INDIA.

Dear Manager,
 Please update my mailing/permanent address. My account and other details are:

A) Account Details:

*Name of account holder(s):

*Account Number:

*Customer ID:

Contact Number/s:

Country code

Area Code

Number

Mobile Number:

Country code

Number

Email address:

An alert on the status of your request will be sent to your email ID or on your registered email id in bank records

* fields with (*) are mandatory

B) Address Details (*refer to point 2, 3 and 4 in Notes):

Communication address (if changed)

*City

*Country

*Pin code

Permanent address (if changed)

*City

*Country

*Pin code

Notes

1. Only the Primary Applicant can ask for a change of address.
2. Either the Communication or the Permanent address has to be an overseas address. Please attach self attested valid proof of address .
3. A copy of your self attested valid Passport and Visa must be attached if your country of residence has changed, additionally request to be supported by self attested address proof.
4. If your passport details are expired please provide your latest self attested passport copy.
5. If your address is that of a blood relative's, please attach completely filled Blood Relative's declaration, self attested relationship proof and self attested ID proof of address proof holder, along with this request form.
6. Address change request shall not be processed on scan and fax basis.
7. An alert on the status of your request will be sent to your email ID mentioned above.
8. Changes in address shall be done at Customer ID level.
9. All alterations needs to be countersigned by primary applicant.

Declarations

- I/We agree that if my account mentioned above is dormant/inactive, it will be activated on the basis of this request form.
- I/We agree that if my/our Passport details are not available with the bank, photocopies of my/our passports submitted with this application will be used to update the records.
- I/We am aware that all the deliverables will be sent only to the updated communication address in the bank's records.
- I/We hereby agree that I/we have read and understood the terms and conditions and instructions available at icicibank.com/nrior and Customer requisition form from time to time that apply to and regulate the operation of the products and services and facilities mentioned herein above.
- I / We agree that in absence of contact details in bank records above mentioned contact number and email id shall be updated in bank records.

Sincerely,

(SIGNATURE OF PRIMARY ACCOUNT HOLDER)

(Signature as per bank records)

Self Checklist:

- ☐ I have mentioned my Account number / Customer ID
- ☐ I have selected appropriate option for address to be changed
- ☐ I have attached my latest passport copy if my passport details have been expired in system I have attached proof of address
- ☐ I have attached blood relative declaration if address proof is in the name of blood relative.
- ☐ I have attached Blood Relative declaration, self attested relationship proof and self attested ID proof of address proof holder, if address proof is in the name of blood relative

Mentioned below are acceptable list of documents :

Document	NRI Status Proof	ID Proof for NRI	ID proof for Resident	Indian Address Proof	Overseas Address Proof	Relationship Proof
Valid Indian passport with photo and signature (Handwritten address on the passport will be acceptable if the entire passport is handwritten.)	No	Yes	Yes	Yes	Yes	Yes
In case of PIOs : Foreign passport having parents' /spouse's name (Handwritten address on the passport will be acceptable if the entire passport is handwritten.)	Yes	Yes	No	No	Yes	Yes
In case of NRIs : Valid Visa/ Work Permit/ Resident Card	Yes	No	No	No	Yes	No
In case of PIOs: PIO card/ OCI card	Yes	No	No	No	Yes	Yes
Utility Bills (Not more than 2 months old of any service provider. Only electricity, telephone, postpaid mobile phone, water bill, and piped gas bill shall be accepted. No other utility bill shall be acceptable.)	No	No	No	No	Yes	No
Bank account or Post office saving bank account statements (Not older than 3 months & for a period of 3 months with minimum 2 customer induced transactions. For face to face KYC of customers from USA, UK, Singapore and Canada one month Bank statement can be accepted.	No	No	No	Yes	Yes	No
PAN card issued by the Income Tax Department	No	No	Yes	No	No	Yes
Driving License bearing the photo & the expiry date (Any handwritten/ unauthorised alteration on driving license is not acceptable except if it has been authenticated by the issuing authority through a signature and stamping.)	No	No	Yes	Yes	Yes	No
Marriage Certificate	No	No	No	No	No	Yes
Leave and License agreements / Letter of allotment of accommodation (An agreement made with employers being State or Central Government departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies can be accepted as a valid overseas address proof. If a letter of accommodation has been issued by such employer, then the same can be accepted as a valid overseas address proof.)	No	No	No	Yes	Yes	No
Documents issued by government departments of foreign jurisdictions (Valid ID Documents issued by a Government authority having the customer's name, and address, e.g. National ID card,.etc)	No	No	No	Yes	Yes	No
Property or Municipal Tax receipt(Receipt / Invoice should not be more than one calendar year old from the date of AOF)	No	No	No	Yes	Yes	No
Voter's ID Card	No	No	Yes	Yes	No	No
Job card issued by NREGA duly signed by an officer of the State Government	No	No	Yes	Yes	No	No
Aadhaar letter card issued by Unique Identification Authority of India (UIDAI)	No	No	Yes	Yes	No	No
Birth certificate	No	No	No	No	No	Yes
Ration Card	No	No	No	No	No	Yes
Matriculation certificate	No	No	No	No	No	Yes
School leaving certificate	No	No	No	No	No	Yes
Court Affidavit	No	No	No	No	No	Yes
Life Insurance policy	No	No	No	No	No	Yes
Pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address	No	No	No	Yes	No	No