



Date*: / /

Customer Name *:

Mobile Number*: Account Number

Branch name*:

Fields marked * are mandatory

* Kindly fill only those boxes where information is to be added or update on submission of form always ask for acknowledgment*

Kindly the boxes against the request opted for

ADD/UPDATE PERSONAL DETAILS

1. Update KYC ID Document PAN Aadhar Driving license Passport voter ID NREGA Card
 Document number (e.g.Aadhar number, Passport number)
 Place of issue
 Issue date / /

2. Address Change: Permanent Correspondence Both (Please leave space between two words/digits)
 Door/Flat No.: Building / Society
 Street/Road/Block:
 Locality/Village:
 City: Pin:
 State :
 Document type Aadhar Card Driving license Passport Voter ID Card NREGA Card
 (Mandatory for permanent address change)

3. Please seed my Aadhar number in above mentioned account:

4. PAN:

5. Email ID:

6. Change my Title to:

7. Change my Name to:

8. Activate SMS alerts on my Mobile number (This will be activated on mobile number registered with bank record)

ATM AND CHEQUE BOOK FACILITY

9. ATM Card/ issuance (Charges will be deducted as applicable) New Replace
 Address to be delivered to : Permanent Correspondence
 Name on card:

10. Cheque book facility : Please provide cheque book facility in my account number mentioned above

11. New personalized cheque book request Number of leaflets 10 20 25 50 100
 Name on cheque:
 Address to be delivered to: Permanent Correspondence New
 Address line 1
 Address line 2
 Pin City:
 State:

I have read understood and agree to the terms and conditions of various products and services including SMS alerts, Debit card and Internet Banking. I accept and agree to be bounded by the Terms and conditions as displayed on bank sbi. I agree that the bank may debit service charge plus taxes to my account wherever application.

Kindly provide the number of Requests submitted (count and enter number of in the check boxes*

First holder Signature Second holder Signature Signaturer of Branch official with ss No.

Acknowledgment

Date of request received / /

Customer name..... Signature

Name of Branch staff..... Name of Branch officer.....

Please Notes: Your request will be processed withing 2 working days. Delivery of kits/cheque book etc to your address will take between 7-15 working days. (depending on delivery location)



Customer Request Form-2 Part(A)

Date / /
 Customer Name
 Mobile Number Account Number
 Branch name

Kindly fill only those boxes where information is to be added or updated on submission of form always ask for acknowledgment.

Kindly the boxes against the request opted for.

ACCOUNT RELATED SERVICES

- 1. Change mobile number to:
- 2. Change mode of operation in above mentioned account to
 Self Either or Survivor Former or Survivor Jointly
- 3. I/We request to close above account and pay the balance by Cash
 Credit to account no. IFSC:
- 4. Request to activate my inoperative / Dormant account (number mentioned above)
 Reason for dormancy.....
- 5. Convert my account from Minor to Major as I became Major on / /
- 6. Request to activate phone Banking service in the account mentioned above.
- 7. Request to issue Duplicate passbook for the above mentioned account.
- 8. Reissue term deposit advice for A/C number:
- 9. Setup NACH Facility as per the form attached.
- 10. Standing instruction : Please transfer Rs
 Starting from date / / till date / / to RD/Loan account
 number every alternate week quarter Daily Once a week
 Monthly Annually
- 11. Setup auto-sweep facility saving plus
 Threshold amount Rs (Min Threshold Balance Rs. 35,000)
 Sweep time..... day (e.g. Monday, Tuesday) of every week (only for saving plus Account)
 or..... (e.g. 1st, 2nd) of every month beginning on / /
 under reverse sweep facility the MOD (Multi-option deposit to be broken by: Last in first out First in first out

TDS SERVICE

- 12. Please issue TDS certificate for above mentioned account .
- 13. I wish to submit form 15G 15H For my deposit with the bank

I have read understood and agree to the terms and condition of various products and services including SMS alert, Debit card and internet Banking. I accept and agree to be bounded by the Terms and condition as displayed on Bank SBI. I agree that the bank service charges plus taxes to my account wherever applicable. Kindly submit the necessary document as proof for request fulfillment. kindly provide the number of request submitted(count and enter number of in the check boxes) .

		Signature of Branch official with ss No.
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ACKNOWLEDGMENT

Date of Request Received: / /

Customer Name

Signatur

Employ Number..... Name of Branch Office.....

Please note: Your request will be processed within 2 working days. Delivery of kits/cheque book etc to your address will take between 7-15 working days (depending on delivery location)

FORM NO. 60

[See second proviso to rule 114B]

Form of declaration to be filed by a person who does not have a permanent account number and who enters into any transaction specified in rule 114B

1. Full name and address of the declarant _____
2. Particulars of transaction _____
3. Amount of the transaction _____
4. Are you assessed to tax ? _____ Yes /No
5. If yes,
 - (i) Details of Ward/ Circle/ Range where the last return of income was filed?
 - (ii) Reasons for not having permanent account number?
6. Details of the document being produced in support of address in column (1)

Verification

I, _____ do hereby declare that what is stated above is true to the best of my knowledge and belief.

Verified today, the _____ day of _____

Date : _____

Place : _____

Signature of the declarant

Instructions : Documents which can be produced in support of the address are :-

- (a) Ration Card
- (b) Passport
- (c) Driving licence
- (d) Identity Card issued by any institution
- (e) Copy of the electricity bill or telephone bill showing residential address
- (f) Any document or communication issued by any authority of the Central Government, State Government or local bodies showing residential address
- (g) Any other documentary evidence in support of his address given in the declaration.