

ACCOUNT MODIFICATION REQUEST FORM

 Service Request No.:

 Branch Code:

 Application Date:

CUSTOMER ACCOUNT TYPE

 Resident Individual

 Non-Individual

 Non-Resident

PERSONAL DETAILS

Name (as pre Banking Records): _____

 Customer ID:

 Account Number:

CHANGE OF ADDRESS / CONTACT DETAILS

Kindly provide proof of the new mailing address along with this form. If address needs to change mention new address alone / if contact details and email id need to change mention contact details alone/ if both mention both address and contact details for modification

For Resident Individual/Non-Individual Customers	For Non-Resident Customers
MAILING ADDRESS	INDIAN ADDRESS
_____	_____
_____	_____
_____	_____
PERMANENT ADDRESS	OVERSEAS ADDRESS
_____	_____
_____	_____
_____	_____
*If permanent Address is same as the Mailing Address, please tick <input type="checkbox"/> Same as Mailing Address	*Please tick correspondence Address <input type="checkbox"/> Indian Address <input type="checkbox"/> Overseas Address
Mobile Number: <input type="text"/>	Telephone Number: <input type="text"/>
E-mail ID: _____	
<div style="border: 1px solid black; width: 200px; height: 40px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"> Signature of Customer </div>	

INSTA ALERT

REGISTRATION

I wish to apply for Insta alerts through

 Mobile Number:

E-mail ID: _____

DE-REGISTRATION

Kindly De-Activate Insta alert registration linked to my Account number:

NOMINEE DETAILS

PRINT NOMINEE NAME* Yes No

*Depending upon the option selected here, nominee name will get printed / not printed on statements, passbooks, etc.

NAME CHANGE REQUEST Change of Name

Reason for name change: _____

Present Name: _____

New Name: _____

PAN NUMBER UPDATION (Attach pan card copy with self-attestation)I wish to update my PAN number in my Account Number: PAN Number: **MODE OF OPERATION CHANGE**Kindly change the mode of operation in my account number: as Single Either/Survivor Jointly Anyone / survivor**UPDATE CORRECT DATE OF BIRTH**Request to change Date of Birth (provide a valid age proof) **DECLARATION**

I agree that the Bank may debit my account for service charges as applicable from time to time. (for Insta alert charges). I confirm that all details provided on the form are correct.

Signature of the Account Holder

Signature of the Account Holder

IMPORTANT NOTES :

1. For Individual - at Account level changes, all the account holders need to sign whereas at Cust ID level changes, respective Cust ID holder has to sign for Non-Individual, signatures as per MOP required.
2. Change requested above would be effected in the Bank's within a period of 4 to 5 working days from the date of receipt at the branch and the said changes would be effective in the system from that date only.
3. To be accompanied by a copy of the gazette notification along with updated PAN Card. If the change of name is on account of marriage, an attested copy of the marriage certificate along with updated PAN Card must be submitted (Applicable for CASA accounts only).
4. For change in address, please provide proof (self-attested) of the new address by submitting a copy of Passport / Driving License / Election Card / Aadhaar Card.
5. For updating PAN Number, kindly provide a self-attested copy of PAN Card and produce the original for verification.
6. For change in Mobile / E-mail Id, please provide an ID proof.
7. For Date of Birth change, please provide valid DOB proof like, PAN Card / Election Card / Aadhaar Card / Driving License.
8. In case, where operating instruction have been changed from singly or Either or Survivor to joint operation, the ATM / Debit cards would be hot listed / discontinued automatically. Only view access will be provided in Net banking for joint MOP.
9. In case of change in Overseas Address wherein customer has relocated to different country/state basis which taxation treatment is different, kindly submit a FATCA declaration.

FOR BANK USE

Sourcing Branch Name and Code: _____

Customer visited the branch in person and submitted the request (To be ticked) YES NOTrue copy of ID proof submitted for Mobile number/ Email ID change (To be ticked) YES NO

Account level verification done by: _____ Employee ID: _____

Signature

Date:

Approved by Sign

Name of the Approver: _____

CUSTOMER ACKNOWLEDGEMENT

We acknowledge the receipt of Customer Modification instruction from Mr. /Mrs. / Ms. _____

relating to Account number/ Cust ID: _____ under service request number: _____.

For Equitas Small Finance Bank LTD.

Bank Official (Sign and stamp)