



**14. STOP PAYMENT REQUEST**

Number of Cheques: \_\_\_\_\_ Payee Name: \_\_\_\_\_  
 Cheque Number(s): \_\_\_\_\_  
 Date of Cheque: \_\_\_\_\_ Reason for stop payment: \_\_\_\_\_  
 Amount: \_\_\_\_\_

FOR OFFICE USE ONLY.  
TIME OF REQUEST RECEIVED

**15. REVERSAL OF CHARGES**

Date of Debit : 

D	D	M	M	Y	Y	Y	Y
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 Amount of Debit: ₹ \_\_\_\_\_  
 I undertake to keep henceforth an Average Monthly / Quarterly / Half yearly Balance of ₹ ( In case of Average Balance Non-Maintenance Charges only): \_\_\_\_\_  
 I also acknowledge that all other applicable charges with regards to my account have been communicated to me and I will abide by the same.

**16.  ISSUANCE OF PASSBOOK**
**17. MOBILE NUMBER UPDATE & ALERTS REGISTRATION FOR JOINT HOLDERS:**

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(Include Country Code)  
 Wherever mobile numbers of joint account holders are provided they will receive One Time password (OTP) and transaction alerts on these numbers for transactions initiated by them on ATM, Internet Banking and Mobile Banking as applicable.

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Signature of Primary Holder      Signature of 1st joint Holder      Signature of 2nd joint Holder      Signature of 3rd joint Holder

\*Signature of all the holders are required for updating of mobile number/s of joint holders.

**18.  SIGNATURE VERIFICATION**

19. PRINT NOMINEE NAME\*     Y     N

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

**20. ANY OTHER (please Specify)**

\_\_\_\_\_

\_\_\_\_\_

I have read and understood and agree to be bound by the Terms and conditions of various products and services including SMS Banking, E - statement & Internet banking, including Terms and conditions related to sharing of relevant information under foreign tax laws like FATCA, as displayed on www.utkarsh.bank .I agree that the Bank may debit service charges plus taxes to my account wherever applicable.

DATE: 

D	D	M	M	Y	Y	Y	Y
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 PLACE: \_\_\_\_\_ Customer Signature \_\_\_\_\_

**FOR BRANCH OFFICE USE ONLY**

Certified that this Request letter is complete in all respect and all relevant documents are obtained and verified as per mode of operation and signature of the a/c . The request may please be proceed. The CRF Capital has been personally submitted by the customer. I have satisfied myself about identity of the customer by verifying his/her Debit card/ KYC documents and also his/her signatures in bank's records. I have done proper due deligence for updating the records of the customer of his/her request at none base branch.

 **BANK INDUCED REQUEST**

Request Received Date 

D	D	M	M	Y	Y	Y	Y
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 FORWARD TO CPC 

D	D	M	M	Y	Y	Y	Y
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REQUEST ACCEPTED BY : \_\_\_\_\_ EMPLOYEE NUMBER: \_\_\_\_\_ Signature: \_\_\_\_\_

Request certified by signature: \_\_\_\_\_ Designation:  OH     BH    Emp No. \_\_\_\_\_

**ACKNOWLEDGEMENT TO CUSTOMER**

Customer Name : \_\_\_\_\_ Date of Request Received 

D	D	M	M	Y	Y	Y	Y
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Request NO.: 

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 Employee Number: \_\_\_\_\_

Name of the Branch Official: \_\_\_\_\_ Signature \_\_\_\_\_

Please Note: Your request (request numbers -1-14) will be processed within 2 working days. Addition of joint holders and change of signature will take up to 4-5 working days. Delivery of kits/ cheque books/ statement etc. to your address will take between 5 -11 working days if dispatched through courier and 15-17 working days if dispatched through speed post (depending on location )