

### Mandate Form

1. Customer Relationship Form to be submitted for each Mandate Holder  
2. Separate Mandate Form required for multiple accounts

Savings Account No    Branch: \_\_\_\_\_

Account Holder's Name

I/We refer to my / our above mentioned account with your bank.

I/We hereby authorise you to honour instructions given for the above account by

Name: Mr/Ms. \_\_\_\_\_

Address: \_\_\_\_\_

Contact Nos: (O) \_\_\_\_\_ (R) \_\_\_\_\_

Email id: \_\_\_\_\_

I/We hereby authorise the mandate holder

- 1) To draw cheques on the said account
- 2) To deposit and / or discount cheques and other instruments in the said account and for this purpose to endorse on my / our behalf cheques, drafts, pay orders and other instruments payable to me / us.
- 3) To make deposits from balances available in the account in my / our names and to renew such deposits for such periods as may be given in writing by the mandate holder.
- 4) To certify balance confirmation statement and statement of accounts issued by the Bank in respect of the said account.
- 5) To give instructions in writing involving debits to the said account, transfers there from etc.

I / We hereby declare that as per Exchange Control guidelines issued by RBI

- 1) The mandate holder can exercise the authority conferred by this letter to withdrawals for local payments only, and to make investments in India where I / We hold general permission or have obtained specific permission from RBI.
- 2) The mandate does not permit the mandate holder to repatriate funds in foreign currency from my / our account(s) or to make gifts to residents on behalf of the account holder(s).

I / We hereby further declare that the above restrictions in the operation of the account have been made known to the mandate holder by me / us. I / We and the mandate holder are governed by the present Exchange Control guidelines and any changes brought therein from time to time. This authority shall continue in force until I / We expressly revoke it by a notice in writing delivered to you and I / We shall be responsible / liable to you for all acts of the mandate holder.

Yours faithfully,

Account Holder : \_\_\_\_\_  
1<sup>st</sup> Holder's Signature
2<sup>nd</sup> Holder's Signature
3<sup>rd</sup> Holder's Signature

Mandate Holder : \_\_\_\_\_  
Signature of Mandate Holder

Attested By : \_\_\_\_\_  
1 Holder's Signature
2<sup>nd</sup> Holder's Signature
3<sup>rd</sup> Holder's Signature

Date \_\_\_\_\_

**Bank use only**

|                   |                          |                       |
|-------------------|--------------------------|-----------------------|
| Branch _____      | Input by _____           | Authorised by _____   |
| Account No. _____ | Customer ID No. _____    | Customer ID No. _____ |
| Bank CIF ID _____ | GL/SL Product Code _____ | Mandate No. _____     |