







## GENERAL TERMS AND CONDITIONS

The Terms and Conditions are applicable to all accounts whether opened on the date of signing these terms and conditions or on a later/prior date.

1. It is agreed that the Bank shall have the right to modify the nature, conditions and stipulations of these general terms and conditions by a simple written notice to the customer or by notice posted in the banking hall including the rate of interest, commissions and other conditions to any account. Any such amendments shall be binding on the customer from the date of the said notice, that is from the date fixed by the Bank in its absolute discretion even if the customer has not received the said notice for any reason whatsoever.

2. Any delay or omission of the Bank in exercising or enforcing (whether wholly or partly) any right or remedy arising in respect of the Account(s) shall not be construed as a waiver of such right or remedy.

3. The account holder must immediately inform the Bank in writing of any change in the details given on the account opening form and any other changes thereto.

4. In the event of the death of an account holder, the next of kin is to advise the bank in writing of such death becoming known to him/her/them within 10 days thereof and in the absence of such written notice acknowledged by the Bank, the Bank is not liable for any claim on the Bank arising from continuation of the account(s) and the Bank shall not be held liable for allowing operations in the account(s).

5. The account holder is personally and separately fully liable for any overdraft or the obligation arising in or in connection with the account(s) and the Bank is hereby authorised to debit the account(s) with all interest commission and/or other banking charges and expenses (including legal charges) incurred in connection with the account(s).

6. I/We agree to be responsible for repayment of any such overdraft with interest accruing thereon together with any usual banking charges, interests and commissions.

7. The Bank reserves the right to debit the account in case of erroneous credit provided to customer account.

8. I/We agree to be responsible for repayment of any such overdraft with interest accruing thereon together with any usual banking charges, interests and commissions.

9. I/We agree to assume full responsibility for the genuineness, correctness and validity of all endorsements appearing on all

cheques, orders, bills, notes, negotiable instruments and receipts or other documents deposited in my account.

10. I/We agree to hold the Bank free from any responsibility for any loss of funds deposited with the Bank due to any future Government order, law, levy, tax embargo, exchange restriction or any other cause beyond the Bank's control.

11. I/We agree to accept as due notification any notice of change in conditions governing the account directed to my last known address and to be bound by such change.

12. That my/our attention has been drawn to the necessity of safe guarding my cheque book, withdrawal booklet, etc so that unauthorised persons are unable to have access to it and to the fact that neglect of this precaution may be a ground for any consequential loss being charged to my/our account and I shall exempt the bank from liability thereof.

13. I/We agree that unless there is an agreement with the bank in writing, only Tellers sitting across the counter are authorised to handle cash and cheque transactions. Furthermore that the bank will not be liable for any loss arising from cash and cheques given to unauthorised staff.

14. I/We accept and agree that the bank is not bound to honour any cheque(s) drawn on this account unless there are sufficient funds in the account to cover the value of the said cheque(s) and related charges and I understand and agree that any such cheque(s) may be returned unpaid but if paid, I/We are obliged to repay the bank demand with interest thereon.

15. I/We also agree that in addition to any general lien or similar right to which you as bankers may be entitled by law you may at any time without notice to me/us combine or consolidate all or any of my/our accounts without any liabilities to you and set off or transfer any sum or sums standing to the credit of anyone or more of such accounts or any other credits, be it cash, cheques, valuables, deposits, securities, negotiable instruments or other assets belonging to me/us with you in or towards satisfaction of any of my/our liabilities to you or any other account or in any other respect whether such liabilities be actual or contingents, primary or collateral and joint or several.

16. I/We agree that you may treat the above authority as continuing until the bank receives notice in writing to the contrary.

17. I/We agree to comply with all terms and conditions issued by the bank, which may from time to time be subject to change to ensure banking convenience.



**FOR BANK USE ONLY**

**DOCUMENTS AND FORMS RECEIVED :**

|  | YES                      | DEFERRED                 | WAIVED                   |
|--|--------------------------|--------------------------|--------------------------|
| 1. COMPLETED SIGNATURE CARD              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. REFERENCE FORMS (2)                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. PASSPORT PHOTOS (2)                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. SIGNATORY'S PERSONAL INFORMATION FORM | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. COPY OF IDENTIFICATION OF SIGNATORIES | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. ADDRESS VERIFICATION                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. KYC                                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**DOCUMENTATION CHECKED :**

DOCUMENTS DEFERRED/WAIVED AUTHORISED BY.....  
 (NAME, SIGNATURE & DATE)

CUSTOMER CARE OFFICER.....  
 (NAME, SIGNATURE & DATE)

OPERATIONS MANAGER.....  
 (NAME, SIGNATURE & DATE)