

Date: \_\_\_\_\_

The Manager  
HDFC Bank Ltd  
Branch: \_\_\_\_\_

Dear Sir/Madam,

Ref: Customer ID \_\_\_\_\_ / Account No. \_\_\_\_\_

**Change of Maturity Instruction**

My / Our FD/ RD No. \_\_\_\_\_ is due for maturity on \_\_\_\_\_.  
On maturity of the deposit, I/we hereby give my / our explicit consent to HDFC Bank to

Pay the principal and interest to my / our designated Bank Account No \_\_\_\_\_

Renew for: Months \_\_\_\_\_ Days \_\_\_\_\_ Interest Payout:  Monthly  Quarterly  Maturity

Maturity Instruction:  Renew Principal and Interest  Do not Renew  
 Renew Principal and Pay interest

I/We wish to have the maturity/interest payout through NEFT (Applicable only for non-account holder) \*

Beneficiary Bank & Branch Name - \_\_\_\_\_

Beneficiary Account No.

Beneficiary IFSC Code

Type of Account-  Savings  Current

Legal Entity Identifier Code\* (LEI)   
(\*Only applicable for Rs. 50 cr & above transaction for non-individual accounts)

LEI Expiry Date

Yours faithfully,

(Signature of Customer (s)/Authorize Signatory(s))

- 1.
- 2.
- 3.

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**Customer's acknowledgement Copy**

Branch \_\_\_\_\_, Customer ID \_\_\_\_\_, A/c Number \_\_\_\_\_,

We acknowledge receipt of your request of change of maturity instruction of Term Deposit Number.....

Name of Bank official \_\_\_\_\_

Signature of Bank official \_\_\_\_\_

Date-

Branch Stamp-

The request needs to be signed by all the deposit holder(s)

Notes:

- a. Please note that the above instructions will supersede earlier maturity instructions, if any.
- b. Kindly note that even after opting for auto-renewal, depositor has the option to change the instructions and avail repayment on or before the maturity date. Please visit our website/nearest branch/ contact relationship manager for further clarification

\*Payout via NEFT option.

The option for transfer of Fixed Deposit proceeds through NEFT to the other bank can be opted when customer does not hold any Current / Savings account with HDFC bank. The account number mentioned for NEFT to be in the name of the primary Fixed Deposit holder. In case of Joint mode of operation in the Fixed Deposit (FD), then the account number mentioned for NEFT should be in the same holding pattern as the FD. If the NEFT gets rejected by the beneficiary bank, Managers cheque will be issued on the next working day. Request for Premature redemption /Partial closure of FD cannot be processed, if received post business cut off time or on the day when it is holiday for the NEFT. Please refer website for detailed T&C on NEFT/ RTGS transactions. The credit through NEFT will be purely effected basis the account number mentioned on form. Bank will not hold responsibility if an incorrect account number is given.

**Please visit our website / nearest branch/contact Relationship Manager for further clarification**

For Office use only:

Customer signature verified by:

Name: \_\_\_\_\_ Employee Code \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

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