

the current EMI lodged with us, would be banked.

Sr No.

Customer Request cum Acknowledgement Slip - Bank Copy

Date of Visit :	1	Time of Visit :	
Loan Agreement Number :			
Existing Mailing Address :			
City : Pincode :			
/We request you to provide me/us with the aware of the charges to be remitted to the Ba	· 1		gainst the concerned option. I am/We are
Welcome Letter ☐ Repayment Schedule ☐ Duplicate NOC ☐ Foreclosure Payment ☐ Part Prepayment / Reschedulement* ☐ Change	RTO Confirmation Loan Closed	- NOC Not Received Char	
Reason for Loan Closure/ Other Requests_			
For the services marked in *, additional deta	ails need to be filled in overleaf		
have a Savings/ Current/ Overdraft Accoun		ccount no. for the said acc	ount is provided below.
A copy of my/our identity cum Signature Proc	of, duly self attested by me/us alons	g with that of my /our repre	sentative (where applicable) is attached herewith.
17	· ·		
Signature of Borrower / Co-Borrower			
attested below to interact on my/our behalf w	with the Customer Service Staff to	orize Mr. /Ms o collect deliverables /hand	, whose signature is over payments as may be required to effect the person, with respect to my/our requirements.
Signature of Borrower / Co-Borrower		Name and S	ignature of the Authorized Representative
confirm that the details filled in the entire app	plication, including that mentioned	d overleaf is correct and I/w	mentioned loan agreement number. I/We hereby we are aware of the same. I/We have no objection and above the Dissent to call, if DNC has been
Name of Applicant / Co-applicant/Bearen	τ	Si	gnature of Applicant / Co-applicant/Bearer
	For Office U	Jse Only	
Customer Request received by (CSE Name	e and Emp Code)	CSE Signature	Date of Receipt
ID and Signature of the Customer and / or Author	orised Signatory verified by the CSE	Product	Remarks (if anv)
HDFC BANK We understand your world	Acknowledgement provi	ided to the Customer	Sr No
Date Of Visit: Loan Acc	count Number :	Name of Loan Accou	ınt Holder :
Type of Service Request :		. 4	
Name of CSE	Details of Payment R		Details of Documents Received
Rame of CSE Branch Stamp	Cheque nos.: Bank Name:		
Signature of CSE Stamp	Amount: D		
We understand that the below terms and co Loan Details is now available on Net bank You may contact our Phone Banking Help	onditions with respect to your ab	bove said request have been	n read, understood and accepted by you. est for any further assistance/ clarifications
lodged with us will be presented for payment. The u lodge a request through Phonebanking or visit www within this period, the existing cheques, will be dest Part Prepayment/ Reschedulement – It is at the sy our request for reschedulement of your loan is sub of revised repayment terms within 7 days of your reDD/ Cheque for charges and revised repayment inst	uncashed PDCs/ Security Cheques will b w.hdfcbank.com/services and log your re rroyed. The revised instructions will be e ole discretion of HDFC Bank to consid bject to necessary payments made to the rquest. On receipt of the detail on revisec tructions as communicated by the Bank.	be defaced and retained at our er equest within 45 days from the d effected in Bank's records from the der reschedulement of the terms e Bank towards reschedulement d repayment terms, you are requ c. For Part payment funds receive	falls due prior to the said date, the repayment already and. In case you wish that these to be returned. Kindly late of this application. In case we do not hear from you he installment due date// sto your aforesaid loan. Please note that acceptance of charges. We will communicate the detailed calculation tested to visit the Retail Loan Service Center along with ead, the reschedulement of loan in banks records will be me that the reschedulement is effected in our records,



We understand your world

* Details to be filled for Change of Address Request / Email Address/ Contact Details										
I /We request you to effect the changes in my address maintai address change are attached herewith	ned in your bank	k records	as per the	e details given	below. Suppo	orting doc	uments to effect the			
New Mailing Address				Landmark				-		
City Pin code State	E	mail Add	ress:		C	ontact No.		-1		
* Part Prepayment/ Reschedulement										
As it is my /our intent to make a part payment to reduce my p										
					th rescheduli	ng my loa	n by			
Reducing EMI & Tenor to be kept Constant Reducing	g Tenor and EMI	to be ke	pt constar	nt						
Increase in EMI and Reduction in Tenor (subject to intern	nal approvals and	l necessa	ry docum	entation being	in place)					
I/ We hereby agree that, Acceptance of my/our request for reschedulement of loan is at the sole discretion of HDEC Bank and subject to necessary payments made to HDEC										
- Acceptance of my/our request for reschedulement of loan is at the sole discretion of HDFC Bank and subject to necessary payments made to HDFC Bank towards reschedulement charges										
- For Part payment funds received, the reschedulement of loan in banks records will be effected from the Installment Due Date subsequent to next instalment date as per the loan repayment schedule. Till such time that the reschedulement is effected in our records, the current EMI lodged with us, would										
ment date as per the foan repayment schedule. Till such the be banked	ne that the resche	eauieme	nt is effect	ea in our reco	ras, the curre	ent EMH 10	agea with us, would			
A SE SE SESSEE SE								_		
* Change in Repayment Mode								٦		
I /We wish to change the instructions for payment of the EMIs	s in respect of the	e caption	ed loan fr	om my existin	g mode of re	payment t	o the revised mode			
owing to the following applicable reason as marked by me belowed										
Change in Bank A/c Change in Mode (ECS to PDC)	or vice versa)	Change	in locatio	n from Non N	MICR to MIC	R				
Others, please specify										
Revised Repayment Mode: Post Dated Cheques In	nstruction to Del	bit HDF0	Bank A/	c ECS						
Swap Charges of Rs							Dated			
I/We are aware that the revised instruction will be effected in	Bank's records fro	om the ii	nstallment	due date	. /	•••				
I am/We have provided the following revised instruments tow	ards change in re	epaymen	t mode					.		
No. of Post Dated Cheques	Bank (Drawn on	1)			Cheque 1	Number	A	Ш		
No. of Security Cheques	Branch Name &	City			From	То	Amount	\prod		
Cheque Dates //to//	Bank Acct Numl	ber								
EMI Amount	Acct Type							∐		
 I/We are aware and accept the following, That the Bank may require 25 days to activate the revised instructions in the Bank's records. In case the next installments fall due prior to said date, the existing repayment instructions already lodged with HDFC Bank will be presented for payment. The un-cashed Post dated cheques/Security cheques will be defaced & retained at the bank's end. In case I/We wish that the existing cheques submitted initially for repayment be returned back to me/us, I/We need to lodge a request through phone banking or visit www.hdfcbank.com/services and log your request within 45 days from the date of this application. In case the Bank does not hear from me/us within this period, the existing cheques, lodged initially with the Bank will be destroyed. 										
Custom	er Copy of Ackn	nowledge	ement							
List of Valid Sign Verification and ID Proofs		List of I	Oocumen	ts required						
Sign Verification Proof:		1. Request letter						٦		
 Existing Current / Saving Bank Account with HDFC Valid Passport 	Bank.	Self attested copy of ID and sign verification proof of borrower								
✓ Pan Card										
✓ Valid Permanent Driving License			3. In case, the Borrower's representative visits the Bank: (a) Authority letter from borrower (b) Self attested copy of sign verification proof of borrower							
 Banker's sign verification with photograph, Name of account holder and account No. 										
✓ Ration Card with IRIS scan along with photograph if it contains			(c)				ification proof of the			
the customer's signature. Photo Dobit / Credit Cord of primary holder if it contains the				representativ	e					
 Photo Debit / Credit Card of primary holder if it contains the customer's signature. 			Self atte	sted copy of va	lid Address F	roof for cl	nange of Address, (if	,		
 Photo ID Card issued by Central Govt. / State Govt. / PSU / 			4. Self attested copy of valid Address Proof for change of Address, (if any)							
Statutory- Photo ID Card issued by ICWAI /ICAI /ICSI /Indian			5. Payment of Charges, If applicable.							
Medical Association/Super A and CAT A companies if it contains the customer's signature.			raymen	of Charges, If	appiicable.					
ID Proof:							NOC to RTO, Insur	-		
Election / Voters ID Card/Valid Passport/Pan Card/Driving License			ance Co	mpany or any	other legal bo	ody				
 Photo Social Security Card issued by Central/State/U 	Jnion							9		
Territories. ✓ Pension payment card issued by State/Central Govt.							0/3/			
photograph								6.0		
 Certificate with Photo and address from local Govt. body, with stamp and sign of certifying officer. 								92073/16.06.2017		