

Request to Add a Mandate Holder

(To be submitted in Branch only,with the photocopies of all documents as documentary proof. The Mandate Holder should also carry documents in original for verification purposes.)

Date:

Photo of Mandate Holder
35 X 40 mm

To,
The Branch Manager
ICICI Bank Ltd.
.....Branch.

Sub: Request to Add a Mandate Holder.

Dear Manager,

I wish to add a mandate in the account. Mentioned below are my details -:

Customer Account details:

Name of Account Holder:

Account Number:

Customer ID:

Customer contact details (Refer Point 1 in notes):

Email ID: (refer to point 1 in Notes)

Contact Number/s: (refer to point 1 in Notes)

Mobile Number: (refer to point 1 in Notes)

Mandate holder details:

Name of Mandate holder:

Permanent address:

Date of Birth: Pan Number:

Contact Number/s: (refer to point 1 in Notes)

Mobile Number: (refer to point 1 in Notes)

Email address:

Signature of Mandate Holder

Customer Declaration

- 1) I/We hereby authorize the mandate holder
 - a) To draw cheques on the account for local payments
 - b) to deposit the cheques eligible to be deposited in the NRE account on behalf of the the account holder(s) names under the same customer ID and renew such deposits.
 - c) to make NRE fixed deposits from balance available in the account in account holder(s) under the same customer ID and renew such deposits for such periods as may be given in writing by the mandate holder.
 - d) to operate the account to facilitate making investments in India, applicable wherein the the account holder(s) or a bank designated by the account holder(s) is eligible to make investments in India.
 - e) to use the ATM Card issued in respect of the mentioned account.
- 2) I/We authorize ICICI Bank Ltd. to issue an ICICI Bank ATM card and a cheque book to the mandate holder. I/We and the mandate holder acknowledge that the issue and usage of the card is governed by the terms and conditions as in force from time to time and agree to be bound by the same. I/We and the mandate holder acknowledge that it is my/our responsibility to obtain a copy of the terms and conditions and read the same. I/We and the mandate holder accept that the terms and conditions are liable to be amended by ICICI Bank Ltd. from time to time. I/We further unconditionally and irrevocably authorize ICICI Bank Ltd. to debit my/our account annually with an amount equivalent to the fee and charges for the use of the said ATM card if any.

- 3) I/We declare that as per Exchange Control guidelines issued by RBI
- a) the mandate holder can exercise the authority conferred by this letter to withdraw for local payments only, and make investment in India where I/we hold general permission or have obtained specific permission from RBI.
 - b) the mandate facility permits the mandate holder to remit funds in foreign currency to the account holder(s).
- 4) I/We hereby undertake that I/we and our/my mandate holder shall comply with the provisions of the Exchange Control Guidelines issued by the RBI and the Foreign Exchange Management Act, 1999 and all regulations thereof, including the Foreign Exchange Management (Deposit) Regulations, 2000. I/We hereby undertake that I/we made known to the mandate holder the specific uses of the ATM Card as per the said regulations and guidelines. I/We hereby undertake to indemnify ICICI Bank against any loss, damage, claim, action, proceedings, cost, charges and expenses that may be suffered or incurred by ICICI Bank on account of any activity undertaken by the mandate holder by the use of the ATM Card.
- 5) The specimen signature of the mandate holder who has been authorized to operate upon the account is given below. The signature has been duly attested and verified by me/us.

Customer Signature (s) (To be signed by all account holders)

Signature to be as bank records:

SIGN HERE

Signature of First Account Holder

SIGN HERE

Signature of Second Account Holder

SIGN HERE

Signature of Third Account Holder

Notes:

1. In the absence of e mail address /contact number in our records, please note we will update the same as mentioned above.
2. Signatures of all the account holders are mandatory for mandate addition.
3. Once the mandate is registered, a cheque book and an ATM card will be sent to the mandate holder at his / her communication address.
4. An email alert would be sent at your registered email id confirming the status of your request.
5. Refer to 'Important Things to know' for list of valid address /identity proofs.
6. In case you are submitting address proof in the name of Blood Relative, please fill the declaration below.

For Branch Use only

Branch Checklist:

- 12 digit account number has been mentioned
- Account is active
- Mandate holder KYC documents have been collected

The applicant(s) signed in my presence and the signature(s) have been verified with the Bank records

Customer ID:

Signature of Bank Official:

Staff Name & Employee ID:



Customer Acknowledgement

Date:

Received from A/c No.

ICICI Bank (Branch Name):

Signature of Bank Official for Mandate addition.

The necessary changes will be carried out in Banks records only for the account mentioned above

