

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

Branch: \_\_\_\_\_

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 regulatory 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 outside India other than to my / our overseas account or making payment by way of gift to a resident on behalf of the account holder(s).

I / We and the mandate holder are governed by the present regulatory 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: \_\_\_\_\_

1st Holder's Signature      2nd Holder's Signature      3rd Holder's Signature

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

Attested By: \_\_\_\_\_

1st Holder's Signature      2nd Holder's Signature      3rd Holder's Signature

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

**Bank use only**

Bank use only

Branch	Input by	Authorised by
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Account No. Customer ID No. Customer ID No.

Bank CIF ID	GL/SL Product Code	Mandate No.
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Kotak Mahindra Bank Ltd.  
CIN: L65110MH1985PLC038137  
Registered Office: 27 BKC, C 27, G Block, Bandra Kurla Complex, Bandra (E), Mumbai - 400 051.  
[www.kotak.com](http://www.kotak.com)

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