



**For Branch Use Section:**

**Customer Account Type:**

- Wealth                       Privy                       Resident Individual
- Non Individual               Non Resident Individual

Reason code for Closure :

(For all applicants)

Branch has pitched and informed the customer the benefits of BSBDA account however customer is not ready to continue with said account              **Yes**              **N.A.**

Locker surrendered                           

Customer does not agree to the Retention Solutions offered and wants to Close the account                           

**Dated**

**Documents sent to RPC/CPC on**

Signature of Retention Specialist  
(Sign & Emp. Code)

Signature verified by  
(Sign & Emp. Code)

**CPC/RPC use section**

(For all applicants)

OD limit zeroised              **Yes**              **N.A.**

Demat account closed                           

Memos checked and actioned                           

Account in TOD:                           

Inputer

Authorizer

**Acknowledgement Slip**

We acknowledge the receipt of Account Closure instruction from Mr. / Mrs. /Ms. \_\_\_\_\_

relating to customer relationship number \_\_\_\_\_ under service request number \_\_\_\_\_

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

Bank Official (Sign and Stamp)  
For **Kotak Mahindra Bank Ltd.**, \_\_\_\_\_