

**Declaration/ Request to change Residential status  
(To be submitted by Customer Changing Status from Non-Resident to Resident)**

 Date          

 Siebel Request No.                     

Branch Name &amp; Code: \_\_\_\_\_

I/ We \_\_\_\_\_, Customer relationship Number \_\_\_\_\_

maintain the following accounts with Kotak Mahindra Bank.

**I/ We wish to convert My/Our existing non-resident account to Resident account.**

 (Please select any one)  NRE  NRO

Account Number (s)	Account Type (NRE/ NRO/ TD)

I/We acknowledge that I/We will be liable to TDS as per the Income tax Regulations for Resident Individuals on account of My/our change in Resident status.

(TDS under Income Tax Act will be applicable on the FCNR deposits. In case your residential status as per Income Tax Act is Resident but Not Ordinarily Resident under section 6 of Income Tax Act, please contact your nearest branch for submission of the RNOR declaration &amp; CA certificate for no TDS)

I/We request you to -

- Maintain FCNR deposit till maturity and will get in touch with the Branch/RM on maturity for further course of action.
- Maintain the debit authorization for locker and all demat related charges in the new account.
- Maintain the credit instructions of Interest/maturity of Term Deposit (s) under the new account.
- Maintain the Sweep-in instructions under the new account.
- Maintain the Standing Instruction under the new account.
- Delink all NRE Flexi Fixed Deposits/Linked Deposits and continue NRE term deposit till maturity. On maturity, please transfer the maturity proceeds to Resident Savings Account. (TDS under Income Tax Act will be applicable on the NRE deposits)

I/ We confirm that I/ We wish to CLOSE the following Non-Resident accounts/ Deposits where I am a FIRST holder (same not being my primary account) [Mention account number (s) only] –

Account Number (s)	Account Type (NRE/ NRO/ TD)

- Close the overdraft facility in my/our Non-Resident account held with your bank.
  - Debit My/OUR savings account no \_\_\_\_\_ towards OD closure
  - Prematurely liquidate My/OUR TD no \_\_\_\_\_ towards OD closure and park the balance funds in My/OUR Savings account no \_\_\_\_\_
  - Prematurely close and rebook existing NRO Term Deposit including linked Term Deposits. The closure proceeds of closed Term Deposit be treated as principal for new Resident Term Deposits. The tenure of the new Resident Term Deposit be equal to the existing NRO Term Deposits. The rate applicable for the new Resident Term Deposit will be applicable rate available on the date of booking of new TD.
- In case of closure of account, the stated declaration to be signed by all holder (s).
  - The closure proceeds will be credited to customer's resident account held with the Bank.

- I/we confirm that there are no holdings in the investment account and I/we would wish to close the non-resident investment account .
- For the purpose of proceeding with conversion of bank account from Non- resident to resident , I/ we would wish to delink the investment account and hence would not be able to do any online transactions including any ongoing SIP's using this investment account . I/We would close the existing Non- resident investment account & open a new investment under the changed tax status.
- Existing PIS account to be delinked/closed and hence would not be able to do any further transactions.

**In case there is holding in my Demat account then the same will be delinked and will submit the separate request for closure.**

**I/ We confirm that I/ W e wish to keep the following Non-Resident accounts/ Deposits in #Former or Survivor mode where I am NOT the first holder (Applicable to NRE/ FCNR) [Mention account number (s) only] fi**

Account Number (s)	Account Type (NRE/ NRO/ TD)

- Non-Resident can be a joint holder on "former or Survivor" basis in Resident accounts..
- Separate declaration is required to convert/open resident joint account with Non-Resident holder with mode of operation Either or Survivor.
- In case of more than four accounts where status needs to be changed, separate declaration is required.

**I/ We confirm that I/ We wish to DELETE my name in the following Non-Resident accounts/ Deposits where I am NOT the first holder (Mention account number (s) only) fi**

Account Number (s)	Account Type (NRE/ NRO/ TD)

- In case of deletion of name from existing non- resident account, deletion of holder form, signed by all holders need to be submitted along with this declaration.

**I/We wish to change the status from Non Resident to Resident in accounts where I/ We were in authorized signatory capacity (mention CRN number (s) only)-  
(Only IT Type will be changed at CRN level in the Bank's application)**


I/We confirm that I/We intend to stay in India for taking up Employment or carrying out Business or Vocation.  
I/We confirm that I/We have destroyed/ surrendered to the bank, the cheque book and debit card for all my/our Non Resident accounts held with the bank.  
I/We confirm that the below mentioned cheques have been issued from my NRE/NRO account as Post dated Cheques towards EMI payments of loan taken by me/us and the same will be honoured by the Bank on presentment.  
I/We confirm that the below mentioned cheques have been issued from my account as Postdated Cheques towards EMI payments of loan taken by me/us and the same will be honoured by the Bank on presentment (Not Applicable for NRE account).

Sr. No.	Cheque series From	Cheque series To

I am aware that thereafter any cheques issued by me from my NRE/NRO account will not be honored and returned by the Bank.

I/We acknowledge that I/We will be liable to TDS as per the Income tax Regulations for Resident Individuals on account of my/our change in Resident status.

I/ We understand that a financial transaction is mandatory to maintain the active status of the account. In case I / we fail to carry out any financial transaction within 7 days of activation of account, Bank will change the status of my/our account to Dormant restricting transactions and channel access. (Applicable only if status of account is dormant as on date of conversion)

1st Holder	2nd Holder	3rd Holder
Name: _____	Name: _____	Name: _____
CRN: _____	CRN: _____	CRN: _____
Date: _____		

**Declaration:**

I have voluntarily supplied the above information which I acknowledge that the Bank is required to obtain to provide its products and services to me. I have gone through the Privacy Notice published by the Bank on its website [www.kotak.com](http://www.kotak.com) and having agreed to the same I hereby give my consent in favour of the Bank to process my personal information for the purposes and in the manner provided in the Privacy Notice while I avail various products and services from the Bank.

Date :

**Signature(s)**

<small>1st Account Holder (In case of Non-Individual, please provide Sign, Name &amp; Designation with stamp of Organization)</small>	<small>2nd Account Holder (In case of Non-Individual, please provide Sign, Name &amp; Designation with stamp of Organization)</small>	<small>3rd Account Holder (In case of Non-Individual, please provide Sign, Name &amp; Designation with stamp of Organization)</small>	<small>4th Account Holder (In case of Non-Individual, please provide Sign, Name &amp; Designation with stamp of Organization)</small>
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**For Bank Use only**

Existing Scheme Code _____	New Scheme Code _____
Customer CRN _____	Relationship Manager Name _____
Signature verified by _____	Relationship Manager Code _____
Documents sent to CPC on _____	LG Name _____
LG Code _____	Approved By _____
Authorised By _____	