

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

Date [D|D|M|M|Y|Y|Y|Y]

Siebel Request No. [] [] [] [] [] [] [] [] [] [] [] [] [] [] []

Branch Name & Code: _____

I/ We _____, Customer relationship Number _____ maintain the following accounts with Kotak Mahindra Bank.

CASA, Deposits and Standing Instruction:

I/ We confirm that I/ We wish to CHANGE residential status of the following Resident Accounts/ Deposits to Non-Resident Account [Mention account number(s) only] -

Account Number (s)	Account Type (CASA/ TD)

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

I/We request you to -

- Maintain the debit authorization for locker and all demat related charges in the new NRO account.
- Maintain the credit instructions of Interest/maturity of Term Deposit (s) under the new NRO account.
- Maintain the Standing Instruction under the new NRO account.
- Prematurely close and rebook existing Resident term deposits. The closure proceeds of the closed term deposit be treated as principal for new NRO term deposit. The tenure of the new NRO term deposit be equal to the existing Resident term deposits. The rate applicable for the new NRO term deposit will be applicable rate available on the date of booking of new NRO deposit.

In case of Sweep in instruction, the same will be discontinued post conversion of account.

*In case of closure of account, the stated declaration to be signed by all holder (s).

*DD will be issued towards closure proceeds. In case of NEFT/RTGS, please share the following details:

Beneficiary Account Number: _____

Bank Name: _____

IFSC Code:_____

All eligible existing Promos applicable for resident account holder will be discontinued

I/ We confirm that I/ We wish to CLOSE the following 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 (CASA/ TD)

Overdraft & Locker

- Close the overdraft facility in my/our 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 _____

*In case of Resident TD's with lien against Locker, existing Resident TD will be closed and new NRO TD will be opened and lien will be re-marked against new NRO TD

FASTag

- Exhaust the balance in the FASTag
- Surrender the FASTag (Need to submit separate declaration for surrender)

Demat/Trading Account

- Demat Account with NIL holding (Separate annexure need to be submitted for closure)
- Demat Account with holding (Separate annexure need to be submitted for conversion)

In case of any discrepancy, I/we shall support to submit required documents for conversion/closure of my demat account. I/ we are responsible to convert/close all my resident relationship by submitting request(s) to respectively entities.

Investment Account:

1. Investment Account Number: _____
2. Investment Account Number: _____
3. Investment Account Number: _____

For the purpose of proceeding with conversion of bank account/deposits from Resident to Non- resident, I/we request to close my resident investment account(s) with NIL holding. Also, in case of investment account with holdings, would request bank to delink my investment account and I/we understand that I/we would not be able to do any online transactions further and any ongoing SIP's using this investment account will also be stopped.

Resident Account where I am not First Holder:

I/ We confirm that I/ We wish to keep the following Resident accounts/ Deposits where I am NOT the first holder [Mention account number (s) only] -

Account Number (s)	Account Type (CASA/ TD)

I am the joint account holder of SB/FD/RD/Current Account bearing No (mentioned above) which stands in my name and in the name of Shri/Smt. _____ who is my _____ (state relationship). I hereby undertake that I shall not use the proceeds lying in the above account for any transaction in contravention of the provisions of the Foreign Exchange Management Act (FEMA) 1999, Rules/Regulations made thereunder and the related circulars/instructions issued by the Reserve Bank from time to time. I further undertake that if any such transaction is put through the said account in contravention of the FEMA, 1999 or Rules/Regulations made thereunder, I shall be held responsible for the same. I shall intimate my bank in the event of any change in my Non-resident / Resident status.”

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 Resident accounts/ Deposits where I am NOT the first holder (Mention account number (s) only) -

Account Number (s)	Account Type (CASA/ TD)

*In case of deletion of name from existing 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 Resident to Non- 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 outside 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 Resident accounts held with the bank.

I/We confirm that the below mentioned cheque(s) have been issued from my Resident account as Post dated Cheque(s) towards EMI payments of loan taken by me/us and the same will be honoured by the Bank on presentment.

Sr. No.	Cheque series From	Cheque series To

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

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 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 & Designation with stamp of Organization)</small>	<small>2nd Account Holder (In case of Non-Individual, please provide Sign, Name & Designation with stamp of Organization)</small>	<small>3rd Account Holder (In case of Non-Individual, please provide Sign, Name & Designation with stamp of Organization)</small>	<small>4th Account Holder (In case of Non-Individual, please provide Sign, Name & 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 _____
Authorized By _____	
SR: _____	(DP Closure/Conversion)