**Annexure 3 - Declaration cum Request letter from Claimant/Surviving Holder –CASA/TD**

To,

The Manager

Kotak Mahindra Bank

Sub: Deceased claim settlement for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of the deceased)

Dear Sir,

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of claimant) daughter / wife of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(father / husbands name) age \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ residing at\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

This is with reference to the below accounts held by me/us jointly with Late \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who expired on \_\_\_\_\_\_\_\_\_ Copy of death certificate is attached herewith.(*to be filled in case claim made by surviving holder*)

This is with reference to the below accounts held by Late \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ jointly with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of surviving holder). \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of the deceased) expired on \_\_\_\_\_\_\_\_\_ Copy of death certificate is attached herewith (*to be filled in case claim made by legal heir of deceased*).

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| Accounts number | CASA/TD | Premature withdrawal of TD/ Proceeds on maturity*(applicable only for Term Deposits)* |
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I/We bring it to your notice that the aforementioned account/s is/are operated with joint mandate and the deceased is the first/second/third named accounts holder in the said account/s. Therefore I request the bank to deduct all the dues payable by the deceased under any loans/credit cards/credit facilities availed by him/her from the Bank whether it is in default or not from the abovementioned accounts and deposits and I/we request the bank to

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Delete his/her name and continue with the said accounts in my/our name alone.(separate name deletion form to be filled)

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Close the account/s & withdraw the Term Deposit/s prematurely (separate account closure form to be filled)

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Close the account/s & \*pay the proceeds of the Term Deposit/s to me/us on maturity of the said Term Deposit/s as per the payment instructions stated at the time of booking of the Term Deposit. (\*applicable only if no dues are recoverable from the Term Deposits)

(Separate account closure form to be filled)

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Withdraw the Term Deposit/s prematurely &delete “Name of the deceased and continue with the said accounts in my/our name alone.

On closure of the said account/s, I/we request the bank to (*applicable only if Accounts/TD is to be closed*):

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Issue me a Demand Draft for the proceeds in the said account/s

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Transfer the proceeds of the said accounts to account no. \_\_\_\_\_\_\_\_\_\_\_\_\_held by me with \_\_\_\_\_\_\_\_\_\_ Branch of Kotak Mahindra Bank.

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Transfer the proceeds of the said account/s via NEFT/RTGS to account no.\_\_\_\_\_\_\_\_\_\_\_\_\_ held by me with \_\_\_\_\_\_\_\_\_\_\_\_\_\_Branch of \_\_\_\_\_\_\_\_\_\_\_\_\_ Bank having IFSC number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I/Weam/are aware that I/We, being the survivor(s) in the said account/s/claimant would be receiving the payment from the Bank as trustee of the legal heirs of the deceased accounts holder and such payment to me/us shall not affect the right or claim which valid legal heir/s of the deceased accounts holder have against the survivor(s) i.e. me/us.

I/We further request the bank to continue/discontinue the following ECS/SI/Bill Pay from”the said accounts (strike off if not applicable).

1. <<details of ECS/SI/Bill Pay >>
2. <<details of ECS/SI/Bill Pay >>
3. <<details of ECS/SI/Bill Pay >>

Thanking you,

To be signed by the claimant

(Surviving Holder/Legal Heir of deceased)

**Kotak Mahindra Bank Ltd.** CIN: L65110MH1985PLC03813 **Registered Office:** 27 BKC, C 27, G Block, BandraKurla Complex, Bandra (E), Mumbai - 400 051.www.kotak.com