**Annexure 2 - Declaration cum Request letter from Surviving Holder–CASA/FD**

To,

The Manager

Kotak Mahindra Bank

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

Dear Sir,

I/We \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_<name of surviving holder(s)>\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ daughter / wife of\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Father / husband’s name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ aged \_\_\_\_\_\_\_\_\_\_\_\_ 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.

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| --- | --- | --- |
| Accounts number | CASA/FD | Premature withdrawal of FD/ Proceeds on maturity*(applicable only for Fixed Deposits)* |
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|  |  |  |

I/We bring it to your notice that the aforementioned account/s is/are operated with \_\_\_\_\_\_\_ or survivor mandate and the deceased is the first/second/third named accounts holder in the said accounts. Therefore I/we 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/FDs and

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Delete his/her name and continue with the said accounts in my/our name/s alone. (Separate name Deletion form to be filled, Kindly tick for issuance of new chequebook

 in Addition / Deletion of Holders format)

 **Note**: For issuance of Debit card to the surviving holder (if required), a separate Channel

 Access Request form needs to be filled.

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

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

 (Separate account/s closure form to be filled)

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

On closure of the said accounts I/we \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_request the bank to (*applicable only if Accounts/FD 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 account/s to accounts no. \_\_\_\_\_\_\_\_\_\_\_\_\_held by me in \_\_\_\_\_\_\_\_\_\_ Branch of Kotak Mahindra Bank.

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

I/We are aware that I/We, being the survivor(s) in the said account/s 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 NACH/SI/Bill Pay from the said accounts (strike off if not applicable).

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

Thanking you,

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