

- Notes :**
- 1) Existing customers can use this channel access request form for getting access to services and products (Net Banking, Phone Banking, Debit Card and Payment Gateway) which they have not availed of earlier.
 - 2) This form should be accompanied by the Resolution of the Board/Managing Committee in case of Limited Companies, Trusts, Societies, Associations and Clubs; partnership letter in case of partnerships. Distinct Board/Managing Committee Resolution and Partnership Letter is to be provided for each Deposit and/or Demat Account, as applicable.
 - 3) In case of Partnerships, Limited Companies, Trusts, Societies, Associations, and Clubs, person(s) with conditional mode of operation/ authority will get only non-financial transactions on Net Banking and Phone Banking and will not get Payment Gateway access.
 - 4) In case of Partnerships, Limited Companies, Trusts, Societies, Associations, and Clubs all signatures should be accompanied by stamp of the organisation, as applicable.
 - 5) The Channel Access for Investment Account(s) is restricted to enquiry rights on Phone Banking and view and transaction rights on Net Banking.
 - 6) For transaction rights on these account(s), a Power of Attorney in favour of Bank has to be duly executed and the authorised person should have an unconditional mode of authority.
 - 7) In case of Partnerships, Limited Companies, Trusts, Societies, Associations and Clubs, Investment Account(s), transaction rights on Net Banking will be granted / Debit Cards will be issued only to person(s) with unconditional operating authority.
 - 8) In case of Partnerships, Limited Companies, Trusts, Societies, Associations, and Clubs Debit Cards will be issued only to person(s) with unconditional mode of operation/authority.
 - 9) Proprietor of a Proprietorship concern and karta of an HUF will get both financial and non-financial transactions on Net Banking and Phone Banking. They are also eligible for Debit Cards and Payment Gateway access.
 - 10) Net Banking and Phone Banking access is applicable for all Investment Account(s) existing or to be opened in future for the Organisation.
 - 11) Net Banking, Phone Banking and Payment Gateway access is applicable for all account(s) existing or to be opened in future for the Organisation.
 - 12) The channel access for Demat Account is restricted to view or enquiry rights on Net Banking and Phone Banking.
 - 13) The Net Banking, Phone Banking and Payment Gateway access is applicable for all Deposit Accounts existing or to be opened in future for the Organisation.
 - 14) Payment Gateway facility is provided as per the terms and conditions of the Bank and regulatory rules as applicable from time to time.
 - 15) The customer reiterates that he shall be continued to be governed by the terms and conditions of the Bank.
 - 16) The Payment Gateway service will currently include sub-services like Online Trading, Bill Payments, Online shopping. The Payment access, if applied for, is applicable for all sub-services. Specific instructions will be required for de-linking sub-service(s).
 - 17) While the Bank will make all reasonable efforts for forwarding the payment to the billing company it will not be responsible for any credits into the customer's accounts with the billing companies.

Draft Resolution for Limited Companies, Trusts, Associations, Societies, Clubs

The resolution is to be given on Organisation's Letter Head.

Extracts of the minutes of the meeting of the Board of Directors/Managing Committee of _____ held at _____.

Chairman of the meeting informed the other members of the Board/Managing Committee that the Company/Trust/Association/Society being a customer of Kotak Mahindra Bank Ltd, is now desirous of availing of Net Banking, Phone Banking, Debit Card and Payment Gateway to be granted by Kotak Mahindra Bank Ltd.

The following resolutions were unanimously passed.

Unanimously resolved:

- 1) That the Company/Trust/Association/Society/Club avails of the Net Banking, Phone Banking, Debit Card and Payment Gateway offered by Kotak Mahindra Bank. That the Company/Trust/Association/Society/Club has read the terms and conditions applicable to Net Banking, Phone Banking, Debit Card and Payment Gateway and accepts the same.
- 2) The Company/Trust/Association/Society/Club hereby authorises
Mr./Ms. (Designation)
Mr./Ms. (Designation)
Mr./Ms. (Designation)
to avail of the Net Banking, Phone Banking, Debit Card and Payment Gateway offered by the Bank in the manner specified (Company/Trust etc to give specifics)
- 3) That the Company/Trust/Association/Society/Club undertakes to inform the Bank 15 days in advance in case any of its authorised signatory's Net Banking, Phone Banking, Debit Card and Payment Gateway needs to be revoked. The Company/Trust/Association/Society/Club will not hold the Bank responsible if it does not comply with the aforesaid term.
- 4) That the Company/Trust/Association/Society/Club hereby authorises the Bank to mail/courier the Debit Card and other items enabling access such as PIN, password, etc. to the attention of the person(s) authorised as above at the mailing address recorded with the Bank.
- 5) That the Company/Trust/Association/Society/Club hereby agree that the Bank may debit from the primary account stated by the authorised signatory's for service charges as applicable from time to time.
- 6) That the Company/Trust/Association/Society/Club hereby agree that all existing deposit account(s) or to be opened in future will be linked to the Debit Card(s)/Payment Gateway issued to any authorised signatory and that specific instructions will be given for de-linking any account(s).
- 7) That the Company/Trust/Association/Society/Club hereby agree that for all existing investment accounts, including 2 Way Sweep Facility, or to be opened in the future will be accessible on Net Banking and transaction rights, if applicable, will be available subject to the Authorised person having unconditional authority and having executed and granted a Power of Attorney in favour of Bank and it is hereby FURTHER RESOLVED that on behalf of Company/Trust/Association/Society/Club, Mr./Ms. is hereby granted the powers and rights to execute such Power of Attorney in favour of Kotak Mahindra Bank Limited [the Bank] in the form and manner stipulated by the Bank.
- 8) That the Company/Trust/Association/Society/Club hereby understand that the Bank may at its absolute discretion, discontinue any of the services completely or partially without any notice to us.
- 9) That a copy of these minutes be forwarded to the Bank.

Signature of the Secretary/Director
Under seal/stamp as applicable

Place

Date

Name of the Secretary/Director

Note : Association and Clubs are not allowed to open Demat Account.

Partnership Letter

The Partnership Letter is to be given on the Letter Head of the Partnership.

A meeting of partners of M/s (the Firm), a partnership firm having its principal office at in which the partners of the Firm, constituting the requisite forum, were present namely: Mr./Ms., Mr./Ms., and Mr./Ms. was held on

Mr/Ms, partner informed the other partners that the Firm being a customer of Kotak Mahindra Bank Ltd, is now desirous of availing of Net Banking, Phone Banking, Debit Card and Payment Gateway provided by Kotak Mahindra Bank.

After discussions, it was unanimously agreed.

1) That the Firm avails of the Net Banking, Phone Banking, Debit Card and Payment Gateway offered by Kotak Mahindra Bank. That the Firm has read the terms and conditions applicable to Net Banking, Phone Banking, Debit Card and Payment Gateway accepts the same.

2) The Firm hereby authorises

Mr./Ms.(Designation)

Mr./Ms.(Designation)

Mr./Ms.(Designation)

to avail of the Net Banking, Phone Banking, Debit Card and Payment Gateway offered by the Bank in the manner specified.

3) That the Firm undertakes to inform the Bank 15 days in advance in case any of its authorised signatory's Net Banking, Phone Banking, Debit Card and Payment Gateway needs to be revoked. The Firm will not hold the Bank responsible if it does not comply with the aforesaid term.

4) That the Firm hereby authorises the Bank to mail/courier the Debit Card and other items enabling access such as PIN, password, etc. to the attention of the person/s authorised as above at the mailing address recorded with the Bank.

5) The Firm hereby agrees that the Bank debit from the primary account stated by the authorised signatory's for service charges as applicable from time to time.

6) The Firm hereby agrees that all existing deposit account(s) or to be opened in future will be linked to the Debit Card(s)/Payment Gateway issued to any authorised signatory and that specific instructions will be given for de-linking any account(s).

7) That the Partners hereby agree that for all existing investment accounts, including 2 Way Sweep Facility, or to be opened in the future will be accessible on Net Banking and transaction rights, if applicable, will be available subject to the Authorised person having unconditional authority and having executed and granted a Power of Attorney in favour of Bank and it is hereby declared that on behalf of partnership firm, Mr./Mrs. is hereby granted the powers and rights to execute such Power of Attorney in favour of Kotak Mahindra Bank Limited [the Bank] in the form and manner stipulated by the Bank.

8) The Firm hereby understands that the Bank may at its absolute discretion, discontinue any of the services completely or partially without any notice to us.

9) That a copy of these minutes be forwarded to the Bank.

Names of all the Partners

Signatures

1. _____

2. _____

3. _____

Date

Place

Note : Partnerships are not allowed to open Demat Account.

For Bank Use Only

Branch Name _____

Request Captured by _____

Verified by _____

Request Authorised by _____

Signature & Stamp _____

Date _____

Date _____

POA Executed (Yes / No) _____