



**For Branch Use**

**Service Request No:** \_\_\_\_\_

### Request for Addition / Deletion of Joint Account Holder

I / We \_\_\_\_\_, \_\_\_\_\_ <please specify name of account holder(s)> hereby request you to please arrange to update my / our account no \_\_\_\_\_ <please specify your account number> as per following details

**Addition of Joint Account Holder (s)**

Name of New Joint Account Holder (1) \_\_\_\_\_

Cust.ID of New Joint Account Holder (1)

Name of New Joint Account Holder (2) \_\_\_\_\_

Cust.ID of New Joint Account Holder (2)

*(If new Joint Holder is already holding an account then please give his/her Cust.ID, otherwise new joint account holder has to fill the Customer Information Form and submit it to the branch along with KYC documents as applicable)*

**Mode of Operation:**  Singly  Any one  Any two jointly  
 Jointly by all  Others (please specify) \_\_\_\_\_

**Deletion of Joint Account Holder (s)**

Name of Joint Account Holder to be deleted (1) \_\_\_\_\_

Cust.ID of Joint Account Holder to be deleted (1)

Name of Account Holder to be deleted (2) \_\_\_\_\_

Cust.ID of Joint Account Holder to be deleted (2)

Reason of Deletion \_\_\_\_\_

**Mode of Operation:**  Singly  Any one  Any two jointly  
 Jointly by all  Others (please specify) \_\_\_\_\_

**Declaration:** I/We have read, understood and agree to abide by the terms & conditions relating to the change requested by me/us, as may be in force from time to time.

\_\_\_\_\_  
Signature: Primary Account Holder

\_\_\_\_\_  
Signature: 1st Joint Account Holder

\_\_\_\_\_  
Signature: IInd Joint Account Holder

\_\_\_\_\_  
Name: Primary Account Holder

\_\_\_\_\_  
Name: 1st Joint Account Holder

\_\_\_\_\_  
Name: IInd Joint Account Holder

Date: \_\_\_\_\_

**Customer Acknowledgement Copy**

Account No: \_\_\_\_\_ Account Name: \_\_\_\_\_

Type of Request: Addition of Joint Holder / Deletion of Joint Holder (please tick any one)

Date of Receipt: \_\_\_\_\_

\_\_\_\_\_  
Signature of Bank Official

Employee ID \_\_\_\_\_ Employee Name \_\_\_\_\_