

ACCOUNT STATEMENT REGISTRATION FORM
(NON INDIVIDIAL)

 Customer Name

 CRN

 Account Number

Please register me / us for the facility of (Please tick one)

 E-Statement Daily Weekly Monthly

 Quarterly Physical Statement

 Monthly E-Statement and Quarterly Physical Statement

E-statement to be sent to following E-mail IDs :
Name of Authorised signatory
E-mail ID

Declaration:

I/We understand that Email statements are for my my/our convenience. The Bank shall not be liable or responsible for any breach of secrecy because the statements are being sent to the above Email ID as registered with us. I/We shall verify the authenticity of the emails I/we receive. I/We shall not hold the Bank responsible for any statement received from frauds/imposters. I/We shall not hold the Bank liable if any problem arises with my/our computer network because of me/us receiving statements from the Bank. The Bank shall not be responsible if I/we do not receive statements due to incorrect Email address furnished by me/us and/or any technical reasons.

Signature (s)

 Account Holder/
 Authorized Signatory

 Account Holder/
 Authorized Signatory

 Account Holder/
 Authorized Signatory

Dated: _____

Notes:

1. This is an account level form and same needs to be signed as per mode of operation of Account.
2. Physical statement will be sent to the Primary account holder at his registered mailing address with the Bank.
3. DP account holders will continue to receive the physical combined statements on a monthly basis incase there are transactions in the account.
4. This facility is not available to customers who have Special Frequency Statement facility.

Signature Verified By _____

Name and Employee Code _____

Signature of Employee _____

Remarks _____

Acknowledgement

We acknowledge the receipt of customer request for _____ Mr./Mrs./Ms. _____

_____ relating to customer account number _____ under service request number _____

Date: _____

Bank Official
 For Kotak Mahindra Bank Ltd.
 (Sign and stamp)

Draft Resolution for Limited Companies, Trust s, Associations, Societies, Clubs
(The resolution is to be given on Organization Letter Head)

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

Unanimously resolved :

That the Company / Trust / Association / Society / Club avails of the statement facility for account number _____
in the name of _____ as mentioned and requested to Kotak Mahindra Bank in the Account Statement
Registration Form (Non individuals) as attached & duly initialled by the Secretary / Director / requisite / Trustees .

That the Company / Trust / Association / Society / Club hereby authorizes

- Mr/Mrs _____ (Designation)
- Mr/Mrs _____ (Designation)
- Mr/Mrs _____ (Designation)

to receive statements on the e-mail IDS registered with the Bank.

That the Company / Trust / Association / Society / Club acknowledges that the Bank may at its discretion/ subject to
regulatory requirements be required to terminate the said Facility and that the same is acceptable to us.

That a copy of the resolution be forwarded to the Bank.

Signature of Secretary / Director / Trustees under Seal / Stamp as applicable

Name of the Secretary / Director / Trustees

Place: _____

Date: _____