



Branch Code :	
Servicing Emp No:	POA :
Service Request No:	

## Corporate Internet Banking - Service Request Form

Date : .....

**Account details (All communication will be sent to the address mentioned in our records)**

**(Proprietors, Partnerships, Public/Private Limited Companies, Trusts, Societies, Associations, Clubs)**

Please help to process below request for my Corporate Internet Banking facility.

Name of the Company / Firm		<b>Type of Request:</b> <input type="checkbox"/> Re-Issue of Password <input type="checkbox"/> Activation of NetBanking ID <input type="checkbox"/> Un-Locking (Un-block) of NetBanking ID <input type="checkbox"/> Linking of Account(s)* <input type="checkbox"/> De-linking of Account(s)* <input type="checkbox"/> De-activation of Corporate Internet Banking access** <input type="checkbox"/> De-Registration of Corporate Internet Banking access* <input type="checkbox"/> Limit change Request*(mentioned max limit amount)												
Customer ID of Company / Firm (to be filled by Branch)														
Corporate ID of User														
NetBanking ID of User														
Customer ID of the user (to be filled by Branch)														
Name of User														
Max Single Authorization Limit* (In case any change)														
		<table border="1" style="width: 100%;"> <tr> <td>a) NEFT</td> <td></td> <td>b) RTGS</td> <td></td> <td>c) PG</td> <td></td> </tr> <tr> <td>d) TPT</td> <td></td> <td>e) Own Ac</td> <td></td> <td></td> <td></td> </tr> </table>	a) NEFT		b) RTGS		c) PG		d) TPT		e) Own Ac			
a) NEFT		b) RTGS		c) PG										
d) TPT		e) Own Ac												
Mobile Number		<input type="checkbox"/> Security Token installation / re-installation <input type="checkbox"/> Security Token Seed Number Request  <input type="checkbox"/> Security Token PIN Number Request <input type="checkbox"/> Change in Mobile Number  <input type="checkbox"/> Change in Email Address  <input type="checkbox"/> Change in Communication Address in CIB  Please select one request only												
Email Address														
Communication Address														

\*All Authorized Signatories as per Board Resolution / Mandate Letter have to sign on the application in case of Fund Transfer Limit Change, Linking/De-linking of account and/or De-Registration of CIB access. **Board Resolution / Mandate Letter to be submitted incase of Limit Change request and Linking of accounts.**

\*\*Deactivation means Net Banking ID shall be deactivated for some duration. The user later on can give request for activation.

Details of accounts to be linked/de-linked for Corporate Internet Banking:

Branch Name	Account Name	Account Number	Constitution	Customer ID of the account (to be filled by Branch)

change in Joint Authorization:

Approver Name / Customer ID	Approver Name / Customer ID	Joint Limit (Rs.)

**General Conditions (Applicable for “Linking/De-linking of Accounts”, “Limit Change” and “De-registration of Corporate Internet Banking access”)**

1. In case of Partnership accounts, a mandate duly signed by all the partners authorizing the above users to view or change the above accounts through Internet Banking has to be submitted along with this application.
2. In case of Limited Company, Resolution of the Board of Directors authorizing the above users to view or change the above accounts through Internet Banking has to be submitted along with this application.
3. In case of Trusts/Clubs/Societies/Associations, Resolution of authorizing the above users to view or change the above accounts through Internet Banking has to be submitted along with this application.
4. In case of Proprietors, a mandate duly signed by the Sole Proprietor authorizing the above users to view or change the above accounts through Internet Banking has to be submitted along with this application.
5. For processing of requests for Fund Transfer Limit Change, Linking of Account(s), De-linking of Account(s) and De-Registration of Corporate Internet Banking access, along with the signature of applicant signatory, signatures of other authorized signatories as per mode of operation specified in Board Resolution/ Mandate is required.
6. Escrow, Bullion, Dividend accounts, settlement, EEFC accounts cannot be given transaction access in Corporate Internet Banking.

**Terms & Conditions**

1. I/We undertake to maintain my/our Personal Identification Number (PIN) as confidential in my/our own interest and security of information of my/our account. I/We also undertake to change the PIN periodically.
2. I/We shall make use of this facility for own benefit and not for commercial gains.
3. I/We also understand that this facility provided to me/us is not transferable.
4. I/We understand that the bank will not be responsible for the transactions carried out in my/our account using this facility on account of misuse of PIN or otherwise.
5. I/We understand that the bank shall not be responsible for any loss or damage or inconvenience caused to me/us owing to any delays caused because of reasons beyond the control of the Bank such as riot, strikes, civil disobedience, commotion, failure of systems / communication set-up, power supply lines etc.
6. I/We undertake to inform the bank, in writing, immediately of any material changes in the details furnished by me/us such as my/our address, change in phone numbers etc. The bank will not be liable for any direct / indirect consequences arising out of non-intimation of these changes in time by me/us.
7. If my/our above stated account in the bank is closed or transferred or no significant balance is maintained in the account, these services stand withdrawn automatically.
8. The bank is free to levy a service charge, as may be decided by it from time to time, for the service / part of the service extended under these facilities.
9. I/We hereby indemnify the Bank for the loss that the bank may sustain for any reason in its extending these services to me/us.
10. I/We agree that in case of breach of any of the terms and conditions, the bank is at liberty to terminate the above service provided to me/us without any notice. In such case the bank is absolved of direct or indirect liabilities, if any and the bank may sustain for any reason in its extending these services to me/us.
11. The bank is at liberty to modify the terms and conditions of the service at any time without any individual notices to customers. Merely, a notice displayed on Bank's notice board is sufficient and valid intimation to me/us.
12. I/We further understand that the bank may, without assigning any reason, withdraw the whole or some of the components of these facilities.
13. I / we are aware of the fact that the facility of Corporate Internet banking is granted solely at Our request and that the Bank shall in no way be responsible for any kind of hacking and / or phishing attacks and / or cyber related crime, which may take place or happen in the account during the pendency of the facility and which may result in a loss due to the transfer of the funds from my / our account to the third party's account. I / we are also aware of the fact that while Bank has taken all necessary available precaution the chances of such attacks by third parties cannot be ruled out In Any view of the matter the Bank shall stand indemnified from any such claim from our side.

**Declaration**

I/We have read, understood and hereby agree to the terms and conditions as applicable to the banking services selected by me/us for the operations of my/our Account(s) as set forth on the website [www.dhanbank.com](http://www.dhanbank.com) and that I/we will adhere to all the terms and conditions applicable.

I/We declare, confirm and agree;

- a. That all the particulars and information given in this application form (and all documents referred or provided therewith) are true, correct, complete and up-to-date in all respects and I/we have not withheld any information. I/We understand that certain particulars given by me/us are required by the operational guidelines governing banking companies. I/We and undertake to provide any further information that Dhanlaxmi Bank may require.
- b. That I/we have had no insolvency proceedings initiated against me/us nor have I/we ever been adjudicated insolvent

Signature of User with stamp

[For all type of requests]

Signatures of Authorized Signatories with stamp

[Mandatory for Fund Transfer Limit Change, Linking/De-linking of Accounts and De-Registration of Corporate Internet Banking access]

**FOR BANK USE ONLY:**

Mode of operation of the account and signatures of the client is verified and we hereby confirm that the limits assigned to each individual user for transacting through Corporate Internet Banking are in conformity with the Board Resolution or Mandate Letter for operating the account.

Signature of Verifying Authority and Stamp: \_\_\_\_\_

Branch Name: \_\_\_\_\_ Date: \_\_\_\_\_

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## Your Acknowledgement Copy

Branch Person's Details

Branch Person's Signature

Service Request No. \_\_\_\_\_

Emp. No.	POA No:
Name:	

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**Note:** Always have your address updated with bank's records this would ensure that all the communications would reach you without any glitch. NetBanking ID and Passwords will be sent to Registered Address of Account in our records. Separate Application to be used for additional users.

### Security Tips:

- Keep your NetBanking ID and Passwords confidential and do not disclose it to anybody.
- Change your Passwords (Login and Transaction) as soon as you receive it by logging into your NetBanking account.
- Memorise your Passwords, do not write it down anywhere. Change your password periodically.
- Avoid accessing NetBanking from shared computer networks such as cyber cafes.
- Do not click on links in the emails or sites other than [www.dhanbank.com](http://www.dhanbank.com) to access your NetBanking.