



### Mandate Holder Addition Request

Account Number: \_\_\_\_\_

Names of Account Holder (s) :- \_\_\_\_\_

I/We refer to my /our above mentioned account with your Bank at \_\_\_\_\_ branch. I/We hereby authorise you to honour all the cheques and other orders/Instructions, which may be drawn on the said account by Mr. /Mrs. \_\_\_\_\_ (Mandate Holder) whose specimen signature is duly attested. I/We authorise the discount of the same with your bank or otherwise and also to endorse cheque or other negotiable instruments of any description ,or receipts .I/We further authorise you to comply with or honour any instructions from the mandate holder for creation /Placement of Fixed Deposit in the same holding pattern as the account for such tenure and amount as may be deemed fit by the Mandate holder and to issue cheques /Instructions for debits of the said account for the creation of the Fixed Deposit .

Provided that nothing here in contained shall authorize or be deemed to authorize the mandate holder to repatriate outside India the funds held in the said account under any circumstances. It is being expressly understood that the mandate here in contained is restricted to local payments/transactions only.

This authority shall continue in force until I/We has expressly revoked it by a notice in writing delivered to you, I/We shall be responsible /liable to you for all acts of the mandate holder.

\_\_\_\_\_  
Signature of 1st Account Holder

\_\_\_\_\_  
Mandate Holder Signature

\_\_\_\_\_  
Signature of 2nd Account Holder

\_\_\_\_\_  
Attested by 1<sup>st</sup> Account Holder

\_\_\_\_\_  
Signature of 3rd Account Holder

\_\_\_\_\_  
Attested by 2<sup>nd</sup> Account Holder

\_\_\_\_\_  
Attested by 3<sup>rd</sup> Account Holder

Date \_\_\_\_\_

**For Bank use only**

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Signature verified by _____	Customer Id of Mandate Holder _____
Name and Signature with emp code _____	Date and Time of Processing the request: _____
Inputter ID with Signature: _____	Approver ID with Signature: _____