

## **Process note for claim of Unclaimed deposits / Inoperative accounts**

RBI vide DBOD. No. DEAF Cell.BC.101/30.01.002/2013-14 dated 21.03.2014 had established the Depositor Education and awareness Fund. As directed by Reserve Bank of India, we have remitted to the Depositor Education and Awareness Fund (DEAF), the credit balance in the Deposit accounts which have not been operated or any amount remaining unclaimed for a period of 10 years or more along with interest accrued list of unclaimed deposits / inoperative accounts which are inactive / inoperative for ten years or more has been displayed on Bank's website. The list so displayed will contain only names of account holders(s) in respect of unclaimed deposits / inoperative accounts.

### **Search of records :**

- Claimant can search the record(s) based on the name of account holder(s)/Individual/entity. If a match is found the claimant can contact the branch of the Bank.

### **Submission of claim :**

**Claim by Customers** - Customer may approach the Bank and submit application for amount of unclaimed deposit along with the details (Statement of Account/Cheque Book/Passbook/ FDR etc) and valid ID proof document. In case of other entities, claim has to be submitted in Company's letter head duly signed by authorised signatories along with valid ID proof.

**Claim By Legal heir / Nominee** – To lodge the claim Legal heir / Nominee may approach the Bank and submit application for amount of unclaimed deposit along with the details of deposit (Statement of Account/Cheque Book/Passbook/ FDR etc) and valid ID proof document along with the copy of the death certificate of Deposit holder and other relevant legal documents.

**Claim by non-individuals** - For claim of non-individual accounts, please submit the Claim form on Company's letter head duly signed by authorised signatories along with valid identity proof.

**Note:** Please carry original documents for verification

For any further clarification you may visit Dohabank QPSC, Mumbai branch or call on 22875626 between 10.00 hrs and 18.00 hrs Monday to Friday.

Unclaimed Deposits / Inoperative Accounts - Claim Form

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

From:

\_\_\_\_\_

\_\_\_\_\_

To,

Branch Manager  
DOHA Bank

\_\_\_\_\_ Branch

Dear Sir,

I / We, the undersigned

Mr./Mrs./Ms/Dr. \_\_\_\_\_

\_\_\_\_\_ ,

in the capacity of Self/ Nominee / Legal Heir /Others (please specify) \_\_\_\_\_ ,  
request for settlement of claim, for Deposits account(s) held with your Bank in the name(s) of Mr. / Mrs./  
Ms./ Dr. \_\_\_\_\_

**Claim details -**

Name of Deposit Holder :

Communication Address :

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand that, claim will be settled post due diligence and authentication of documents and the claim,  
as per bank's process & policy.

Yours faithfully,

Sd/

Name: \_\_\_\_\_