

SERVICE REQUEST FORM

Name : _____
 Account No. : _____ Account Type : Current Saving Recurring
 Branch : _____ Date : _____

A UPDATE OF PERSONAL DETAILS (Please fill only required changes; Strike off the section if not required)

E-mail address : _____
 Mobile No. : _____ (Update of Mobile Number requires the previous month's mobile bill (for post-paid numbers) as supporting proof or a signed declaration available in Annexure I overleaf.)
 Residential No. : _____
 Office No. : _____
 PAN* : _____
 Aadhaar* : _____ Please tick here to register your Aadhar number and avail of the benefits that may be offered by the Government of India.
 Date of Birth* : _____
 Passport* : _____ Expiry Date : _____

Change of Address

a) Residence _____
 b) Permanent _____
 c) Overseas _____
 d) Correspondence _____

*Please carry original documents along with a photo-copy as proof for verification by a Doha Bank Q.P.S.C. representative.

B SERVICE REQUESTS (Tick and fill only those that are necessary; Strike off the section if not required)

Please note some of these services may be charged. Please refer to the latest schedule of charges applicable to your account on in.dohabank.com

Cheque book : 10 Leaves 25 Leaves 50 Leaves
 Address for dispatch : Mailing Non - Mailing
 Debit Card PIN request : ATM PIN Telephone PIN Reason for Reissue
 Debit Card Number : _____
 Monthly E-Statement (SOE) Registration (Physical statements will be discontinued automatically, Please ensure E-mail ID of primary holder is updated)
 Issuance of Balance Confirmation Certificates as on : _____
 Issuance of TDS Certificate / duplicate TDS Certificate for financial Year — Quarter Q 01 (Apr-Jun), 02 (Jul-Sep), 03 (Oct-Dec), 04 (Jan-Mar)
 Issuance of Interest Certificate for Financial Year: _____
 Duplicate Statement/Passbook : _____ to _____
 Please link my Doha Bank Credit Card _____ to the account mentioned above.
 Bankers Verification Signature Photo Address Purpose _____
 Cancellation/Demand Draft / Banker's Cheque Drawn on _____ DD/BC No _____
 (Please enclose original demand draft/banker's cheque) Dated _____ Amount _____ Favouring _____
 Confidential Report Paid Cheque Report Credit Confirmation for the period _____ Purpose _____

C ACCOUNT TRANSACTION RELATED

I/We understand, agree and acknowledge that Doha Bank's schedule of charges, as amended from time to time as applicable for service requests.

Erroneous credit/debit in account :
Cheque No. _____ Date _____ Amount _____
Drawn on _____

Details of Debit / Credit :
Date of Txn _____ Amount _____

Payee details required :
Cheque No. _____ Date _____ Amount _____

Returned cheque not received :
Cheque No. _____ Date _____ Amount _____
Drawn on _____ deposited at _____

Any Other Request _____

DECLARATION MANDATORY

I/We hereby declare that all details provided in this form are true and correct and supported by valid documents enclosed with this form, I/We accept and agree that this declaration shall being addition to any other declaration provided by me/us with respect to the facility provided by Doha Bank Q.P.S.C. and agree to indemnity and keep Doha Bank Q.P.S.C. indemnified from any loss, damage, claim action, costs, charges and expenses which Doha Bank Q.P.S.C. may suffer or incur as a result of any defect/misrepresentation made by me/us in the above declaration.

Signature (1st Account Holder)

Signature (2nd Account Holder)

Signature (3rd Account Holder)

(To be signed by the holder making the request)

ANNEXURE I : MOBILE NUMBER DECLARATION

I _____ am holding the
afore-mentioned account with Doha Bank Q.P.S.C. I hereby confirm that my present mobile number is _____ and
that the same may be updated in the bank's records for sending any communication related to my above account, as well as transaction
advises. I also authorize the bank to contact me on the above mentioned number for doing verification call backs or checks to confirm the
veracity of any transaction, as deemed fit by the bank. I confirm that the said mobile number is held by me and is not in use by any other third
party and I under take that I shall duly and promptly inform the bank if and when my mobile number changes.

Signature (1st Account Holder)

Signature (2nd Account Holder)

Signature (3rd Account Holder)

(To be signed by the holder making the request)

FOR BANK USE ONLY

Instruction received by : Mail / Representative In Person

Complete set of originals received : Yes No

IDs sighted (details) : ID Type : _____ ID Number : _____

Customer met in person by : (1) Name : _____ Signature : _____ Emp. ID : _____
(2) Name : _____ Signature : _____ Emp. ID : _____

Signature verified by : Name : _____ Signature : _____ Emp. ID : _____

Callback details (if applicable) : Customer spoken with :
Date & Time : _____ Number called : _____

Acknowledgment Slip

We acknowledge the receipt of Customer Request / Complaint instruction from Mr. / Mrs. / Ms. _____
relating to account number _____ under service request number _____

Date : _____

Bank Official (Sign and stamp)
For **Doha Bank Q.P.S.C.**