

Branch where A/c is maintained _____ Date : _____

Name			
Cust ID	Account No.		

Kindly arrange to issue me / to be my authorised representative - (tick whichever is applicable)

- Statement of Account for the period from _____ to _____
- Interest Certificate for the period from _____ to _____
- Provisional Interest Certificate for the period from _____ to _____
- Foreclosure Letter*, as I wish to foreclose my above loan on _____ due to (reason) _____
- Amortization Schedule * conditions apply

Signature of Customer

Signature of the Bearer / Authorised Rep.

Request for PDC Swapping

Subject to the terms and conditions of sanction / loan agreement executed by me/us, I/We wish to swap the Post Dated Cheques submitted earlier with the following cheques:

Number of PDCs	Cheque Numbers (from / to)	Name of Bank / Branch

Signature of Customer(s)

Request for Part Prepayment

Subject to the terms and conditions of sanction / loan agreement executed by me/us, I/We wish to make a part prepayment :

- Cheque / DD No. _____ dated _____ drawn on _____ (name of the bank) for ₹ _____ is enclosed.
- Kindly debit my Savings Bank / Current Account No. _____ with your _____ Branch with ₹ _____ towards part prepayment.

I request you to:

- Rephase my Loan by reducing the proportionate period. I / We will continue to pay the same EMI as earlier.
- Rephase my Loan by proportionately reducing my EMI and retaining the existing tenure of the Loan. New PDCs as detailed hereunder attached.

Number of PDCs	Cheque Numbers (from / to)	Name of Bank / Branch

Signature of Customer(s)

FOR OFFICE USE ONLY

Signature's Verified		Action Taken	
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Signature of Customer(s)

Acknowledgement to Customer (tick appropriately)

Name			
Cust ID	Account No.		

Received request for : Statement of A/C Interest Certificate Provisional Int.Cert.
 Foreclosure letter Amortization Schedule PDC Swapping Part Prepayment

Signature / Date Receipt Stamp

 **DCB 24-Hour Customer Care**
Email customercare@dcbbank.com
Call 3281 1322 ■ **Toll Free** 1800 209 5363
Website www.dcbbank.com