



Electronic Clearing System (Debit) Mandate

To,
Citibank N.A.
_____ (Branch)

Dear Sir,

Re : **Authorisation to Pay Citibank N.A. monthly repayment through the Electronic Debit Clearing System**

(i) Customer Name (a) : _____

(ii) Loan Account Details :

Loan Number (b):

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Loan Amount : Rs. _____/- Tenor : _____ months

EMI Amount : Rs. _____/-

Start Date (c) : ____ / ____ / ____ End Date (d) : ____ / ____ / ____

(iii) Particulars of Bank Account from which this ECS is issued :

Name of Account Holder (e) : _____

Bank Name (f) : _____

Branch Name : _____

9 Digit MICR code (g) :

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Account Type : _____ (Savings / Current / CC / Others)

Account Number : _____

I/ We, _____ S/o _____
being the beneficiary of a loan vide loan agreement date _____ unconditionally and irrevocably
authorize you to raise a demand on my bank as mentioned above.

I / We being the borrower of Citibank N.A. hereby express my unconditional consent to debit payment of my
installment referred to above through participation in ECS of the National Clearing Cell of the Reserve Bank of
India, and hereby unconditionally and irrevocably authorize Citibank N.A. to raie debit on such regular
installments, till such time all dues to Citibank N.A. as referred to above are cleared through this scheme by
debits against my bank account number with my bank as per the details mentioned above.

I / We hereby declare that the particulars given above are correct and complete. If the transaction is delayed
or not effected at all for reasons due to incomplete or incorrect information, I / We would not hold Citibank
N.A. responsible.

This mandate does not prejudice the absolute right of Citibank N.A. at any time hereafter, to discontinue this
arrangement and opt to revert to insisting on my submitting post dated cheques to Citibank N.A.

Kindly refer Instructions overleaf while filling up the mandate.

Customer Signature (h) : _____ Date : ____ / ____ / ____



INSTRUCTIONS FOR FILLING UP FORMS

Electronic Clearing System (Debit) Mandate

- (a) Name as per application form for availing the Personal Loan for which this ECS mandate is issued
- (b) To be filled in by Bank post booking of Loan
- (c) To be filled in dd/mm/yy format. In the event, the loan is disbursed post 20th of the month, the applicable Start date and End date shall be constructed from the month succeeding the immediately succeeding month (Eg. If loan is disbursed on 24th January the Start date should be 1st March and if loan is disbursed on 12th January the Start date should be 1st February.
- (d) To be filled in dd/mm/yy format. End date is the current end date for the balance term of the loan over which the installments are payable from Start date. The End date is likely to change in the event of any change in repayment schedule of your loan.
- (e) Name as per the Bank account from which the ECS (debit) has been issued
- (f) Bank name to be filled from which this repayment has been issued
- (g) 9 digit MICR code as per the cheque leaf of the bank account from which this mandate is issued. If the account is "Payable at Par" kindly mention the actual MICR code of the Bank branch from which this repayment is issued (not starting with "000")
- (h) Signature on this mandate to match with the Signature as per Bank account from which this repayment is issued.



Electronic Clearing System (Debit) Mandate

To,
Citibank N.A.
_____ (Branch)

Dear Sir,

Re : **Authorisation to Pay Citibank N.A. monthly repayment through the Electronic Debit Clearing System**

Your Name (To match with Citibank records)

(i) Customer Name (a) : _____

(ii) Loan Account Details :

Your Citibank Loan account number

Loan Number (b):

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Loan Amount : Rs. _____/- Tenor : _____ months

EMI Amount : Rs. _____/-

Start Date (c) : ____ / ____ / ____ End Date (d) : ____ / ____ / ____

Loan Amount / EMI as in Loan Sanction Letter

The Start date of EMI and the End date of EMI as per repayment schedule in dd/mm/yyyy format

(iii) Particulars of Bank Account from which this ECS is issued :

Name of Account Holder (e) : _____

Your Name (as per Bank passbook / bank statement where you hold the account)

Bank Name (f) : _____

Name of the bank where you hold the account.

Branch Name : _____

Name of the branch where account is held

9 digit MICR Code / Account Type / Bank Account Number as appearing in Cheque

9 Digit MICR code (g) :

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Account Type : _____ (Savings / Current / CC / Others)

Account Number : _____

I/ We, _____ S/o _____
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I / We being the borrower of Citibank N.A. hereby express my unconditional consent to debit payment of my installment referred to above through participation in ECS of the National Clearing Cell of the Reserve Bank of India, and hereby unconditionally and irrevocably authorize Citibank N.A. to raise debit on such regular installments, till such time all dues to Citibank N.A. as referred to above are cleared through this scheme by debits against my bank account number with my bank as per the details mentioned above.



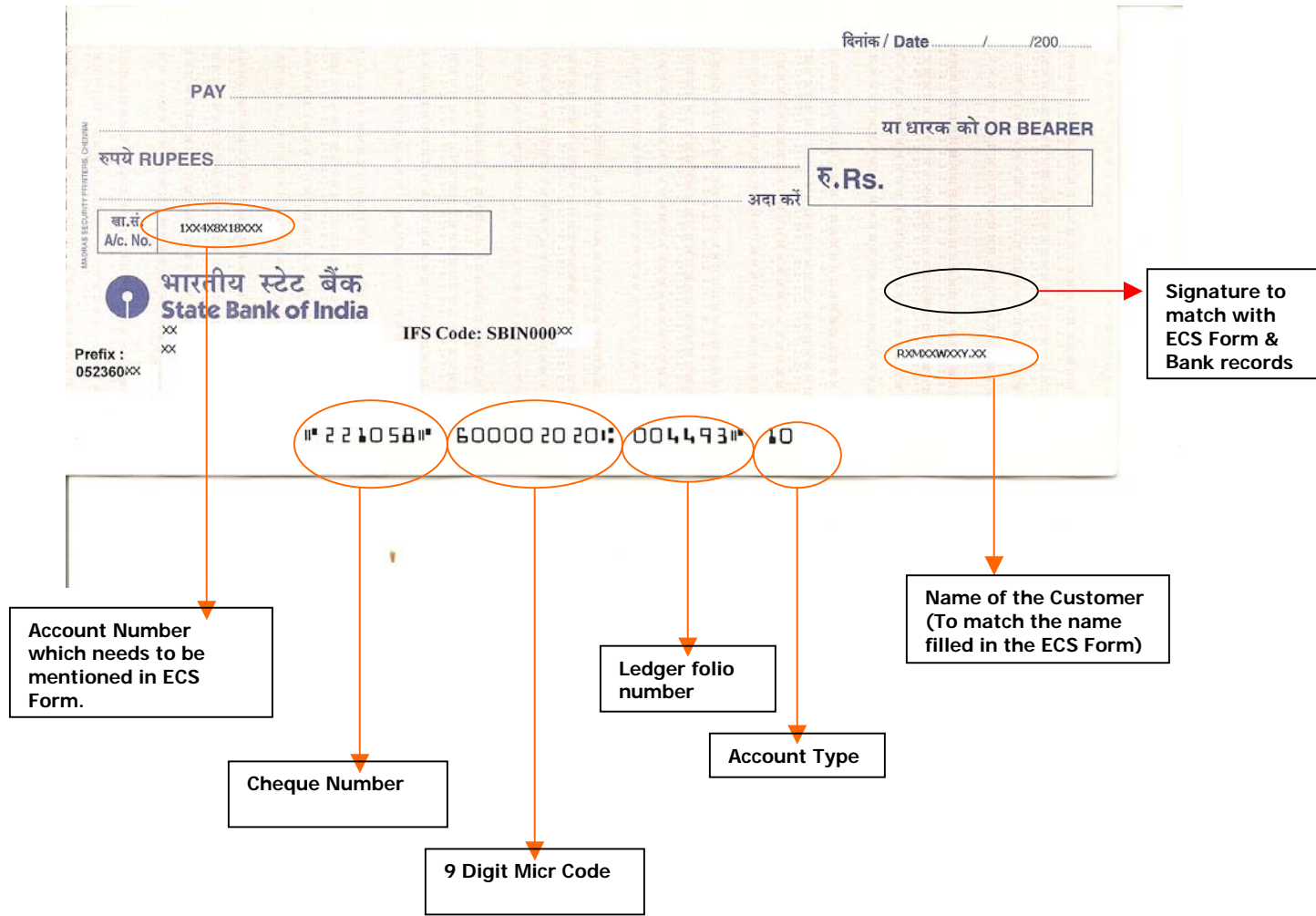
I / We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons due to incomplete or incorrect information, I / We would not hold Citibank N.A. responsible.

This mandate does not prejudice the absolute right of Citibank N.A. at any time hereafter, to discontinue this arrangement and opt to revert to insisting on my submitting post dated cheques to Citibank N.A.

Kindly refer Instructions overleaf while filling up the mandate.

Customer Signature ^(h) : _____ Date : ____/____/____

Signature of the customer (to match with the signature as per the bank records from which ECS is provided by the customer)



NOTE :

- In case of Joint accounts where the mode of operation states that the account should be jointly operated by the account holders, ECS mandate form will have to be signed by all joint holders.
- Three sets of signed and filled ECS instruction are required to be given in original.
- Two undated security cheques are required to be given along with the instruction. Amount of each cheque will be equivalent to total of three EMI (i.e. 3 x EMI). (For example if the EMI is Rs.3000 then the amount on cheque would be Rs.9000. Hence, give two cheques of 9000 without any date.
- The instruction can be submitted to the nearest **Billing office**. Alternatively, you can send it by registered post to the following address "**Citibank Mail Room, #2, Club House Road, Chennai - 600 002**" with the heading "Enclosed: Repayment instruction".



INSTRUCTIONS FOR FILLING UP FORMS

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