

ACCOUNT CLOSURE REQUEST FORM

Date:

ACCOUNT DETAILS

Name :

Account Number : Branch :

Account Type : Current Account[#] Savings Account (Resident) NRE NRO FCNR

Purpose of closure :

Please Note: (i) All accounts linked to the above account such as EEFC/FCY accounts for Current Accounts; Employee Reimbursement Account(ERA), Deposits and Junior accounts for Savings Accounts, DEMAT and DMF Accounts will also be closed.
 (ii) If the above account has a linked DEMAT/DMF account, please ensure that all holdings in the DEMAT/DMF account are zeroised before applying for account closure.
 (iii) For NR accounts: In case of closure of a Term Deposits, the indicated deposit will be pre-liquidated.

DESIRED MODE OF RECEIPT* OF THE BALANCE AMOUNT

(Please fill in the details for any of the options given below, as applicable, and strike out the rest)

Currency : USD EURO GBP SGD CAD AUD (This is applicable only for NRE accounts and FCNR deposits for Foreign currency telegraphic transfers or demand drafts. All other transfers will be in INR.)

To another bank account by electronic transfer[^]/Foreign Currency Telegraphic Transfer

Other bank account no. : Reconfirm Account No. :

Name of account holder :

Account Type : Savings Account Current Account Account Category : Resident NRE NRO

Bank Name : Branch/City :

IFSC/SWIFT Code :

By Demand Draft

Address for dispatch : Mailing Non-Mailing Other Address

To another Citibank account in India

Citibank Account : City :

Name of account holder :

RECIPIENT ADDRESS DETAILS

(Required only for Foreign Currency Telegraphic Transfers or Demand Drafts to be dispatched to "Other Address". Please strike out this section if not applicable)

Line 1 :

Line 2 :

State : City :

PIN/ZIP : Country :

Contact Number :

Country Code Area Code

I/We understand, agree and acknowledge that Citibank shall act solely on the basis of my/our instructions without any responsibility and liability upon the Bank. I/We further declare that I/We have already destroyed all cheque leaves and related card pertaining to above account.

CUSTOMER SIGNATURE (To be signed by all account-holders):

Signature (1st Account Holder) Signature (2nd Account Holder) Signature (3rd Account Holder)

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:

*Company accounts should be accompanied by a Board Resolution.
 *Cannot be made to third-party accounts
[^]Closure proceeds can be released through NEFT/RTGS for Customer in Person transactions. In case the transaction is routed through a bearer:
 (a) NEFT/RTGS will be processed if the amount payable is up to ₹10,000 (b) If the amount payable is greater than ₹10,000 it will be paid by way of Demand Draft.

VER.1.2/BAN/ACF/WPC/01-23