

Dormancy Removal Instruction Form for Individuals

Dormancy Activation:

I/We understand my account number _____ has been dormant. I/We wish to place a request to activate my account.

I hereby agree to follow the below mandatory steps to activate my account:

1. Submit relevant KYC documents
2. Perform a Financial Transaction

KYC Section (Original Documents to be Presented):

I hereby submit the following documents from the list mentioned below:

- Valid Passport Copy
- Aadhaar Card issued by the Unique Identification Authority of India (Refer Declaration section)
- Voter ID Card issued by Election Commission of India
- Valid Driving License

Financial Transaction (To Be Performed in Branch):

I understand I need to perform any one of the below financial transactions to activate my account:

- Cash Deposit/Withdrawal
- Customer Initiated Fund Transfer (NEFT/RTGS/Citi Account to Account Transfer)
- DD Issuance

DECLARATION

I/We hereby declare that all the details provided in this form are true and correct and supported by valid documents enclosed with this form. I/We agree to indemnify and keep Citibank indemnified from any loss, damage, claim, action, costs, charges and expenses which Citibank may suffer or incur as a result of any defect/misrepresentation made by me/us in the above declaration.

I submit my Aadhaar number and voluntarily give my consent to:

1. Use my Aadhaar Details to authenticate me from UIDAI.
2. Use my registered Mobile Number for sending SMS Alerts to me.

PRIMARY APPLICANT SIGNATURE

S
I
G
N
H
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R
E

←

Name : _____

JOINT APPLICANT SIGNATURE

S
I
G
N
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E
R
E

←

Name : _____

For Bank Use only:

Instruction Received by : _____

Complete set of Originals received : Yes No

Customer met in person by : (1) Name : _____ Signature: _____ Emp Id: _____

(2) Name : _____ Signature: _____ Emp Id: _____

Signature verified by : Name : _____ Signature: _____ Emp Id: _____

Old Occupation Code : _____ Old Occupation Description : _____

New Occupation Code : _____ New Occupation Description : _____

Important Point

Dormancy Removal Instruction form has to be submitted by the Account Holder by Visiting the branch in Person only, the instruction will not be processed incase the form is mailed directly to Citibank branches or mail room.