

Bank use only  Face to face  Non face to face

Application Date

I/We hereby request you to convert my resident a/c to NRO a/c as I have become NRI. My a/c is in Branch code    Br Name \_\_\_\_\_ in \_\_\_\_\_ city.

### A) FIRST APPLICANT DETAILS

PREFIX	FIRST NAME	MIDDLE NAME	SURNAME
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
I N C A P I T A L L E T T E R S O N L Y			

  

Resident Cust ID <input type="text"/>	Aadhaar No. <input type="text"/>
PAN Card No. <input type="text"/>	Issuing country <input type="text"/>
Passport No. <input type="text"/>	

  

Status  NRI  Foreign citizen of Indian origin  Foreign citizen of Non Indian origin

Are you U.S. person  Yes  No If Yes, please tick  USA Citizen  Green Card holder  Born in USA  Other \_\_\_\_\_  
Mention visa type

Country of residence

Nationality

Mother's maiden name

(As required under FATCA - Foreign Account Tax Compliance Act)

(Signature across the photograph)

Please paste your latest passport size photograph

### B) FIRST APPLICANT ADDRESS DETAILS

Please tick where your correspondence is to be sent  Overseas  Indian (If No option ticked, correspondence will be sent to overseas address)

**OVERSEAS ADDRESS**

Flat No & Bldg. Name

Landmark

City  PIN Code

State  Country

E-mail ID

I N C A P I T A L L E T T E R S O N L Y

Country code	Area code	Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Mobile No.  -  -

Tel (R)  -  -

Tel (O)  -  -

Fax  -  -

**Please register me for**

InstaAlert through email [Free]  InstaAlert through SMS [Chargeable]

Monthly email statement [Free] email ID is mandatory

- E X T N Insta alert will be sent on mobile number and email ID mentioned in correspondence address section. If email statement is ticked, all accounts linked to Cust ID of 1st Applicant will be registered for Free Email Statements and physical statements will not be sent.

**INDIAN ADDRESS**

Flat No & Bldg. Name

Landmark

City  PIN Code

State  Country  I N D I A

STD code	Number
<input type="text"/>	<input type="text"/>

Tel (R) 9 1 -  -

Tel (O) 9 1 -  -

Fax 9 1 -  -

Mob. No. 9 1 -

- E X T N

### C) FIRST APPLICANT OCCUPATIONAL AND INCOME DETAILS

Source of funds  Salary  Business income  Agriculture  Investment income  Others \_\_\_\_\_

Occupation  Salaried  Self-employed  Retired  Self-employed prof.  Housewife  Student  Unemployed  Others \_\_\_\_\_

If salaried employed with  Private ltd  Partnership  Proprietorship  Public limited  Public sector  Government  Multinational  Others \_\_\_\_\_

Self employed since  Years  Months  Date of incorporation

Nature of business  Manufacturing  Service provider  Money lender  Bullion/Gold/Jewellery  Stock broker  Traders  Agriculture  Real estate  Others \_\_\_\_\_

Type of company/firm  Partnership  Sole proprietorship  Public limited co.  Private ltd co.  Others \_\_\_\_\_

Self employed professional  Doctor  CA/CS  Lawyer  Architect  IT consultant  Others \_\_\_\_\_

Income earned in currency  Company Name \_\_\_\_\_ Designation \_\_\_\_\_

Gross annual income (₹)  < 50,000  50,000 - 5 lac  >5 - 10 lac  >10 - 25 lac  >25 - 50 lac  >50 - 100 lac  >100 - 250 lac  >250 - 500 lac  >500 lac

Remittance in Account expected Annually(₹)  Nil  Upto 1 lac  >1 - 3 lac  >3 - 5 lac  >5 - 10 lac  >10 - 20 lac  >20 lac

**D) SECOND APPLICANT DETAILS**

PREFIX	FIRST NAME	MIDDLE NAME	SURNAME
	I N C A P I T A L L E T T E R S O N L Y		
In case the applicant is minor, please write parent / guardian's name above as second applicant			
Resident Cust ID			
PAN Card No.	Form 60/61 <input type="checkbox"/> Y <input type="checkbox"/> N	Aadhaar No.	
Form 60/61 is applicable for resident Indian only			
Passport No.	Issuing country		
Status <input type="checkbox"/> Non Resident <input type="checkbox"/> Resident Sub status <input type="checkbox"/> NRI <input type="checkbox"/> Resident Indian <input type="checkbox"/> Foreign citizen of Indian origin <input type="checkbox"/> Foreign citizen of Non Indian origin Are you U.S. person <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please tick <input type="checkbox"/> USA Citizen <input type="checkbox"/> Green Card holder <input type="checkbox"/> Born in USA <input type="checkbox"/> Other _____ <small style="float:right;">Mention visa type</small>			
Country of residence	(As required under FATCA - Foreign Account Tax Compliance Act)		
Nationality			
Mother's maiden name			



**E) SECOND APPLICANT ADDRESS DETAILS**

Please tick where your correspondence is to be sent  Overseas  Indian (If No option ticked, correspondence will be sent to overseas address if 2nd holder is NRI)

OVERSEAS ADDRESS	Flat No & Bldg. Name																
	Landmark																
	City											PIN Code					
	State	Country															
	E-mail ID	I N C A P I T A L L E T T E R S O N L Y															
	Mobile No.	Country code	Area code	Number												Please register me for	
	Tel (R)															<input type="checkbox"/> InstaAlert through email [Free]	<input type="checkbox"/> InstaAlert through SMS [Chargeable]
	Tel (O)															Insta alert will be sent on mobile number and email ID mentioned in correspondence address section.	
	Fax															E X T N	
	Flat No & Bldg. Name																
Landmark																	
City											PIN Code						
State	Country I N D I A																
Tel (R)	9 1		Number												Mob. No. 9 1		
Tel (O)	9 1														E X T N		
Fax	9 1																

**F) SECOND APPLICANT OCCUPATIONAL AND INCOME DETAILS**

Source of funds  Salary  Business income  Agriculture  Investment income  Others \_\_\_\_\_

Occupation  Salaried  Self-employed  Retired  Self-employed prof.  Housewife  Student  Unemployed  Others \_\_\_\_\_

If salaried employed with  Private ltd  Partnership  Proprietorship  Public limited  Public sector  Government  Multinational  Others \_\_\_\_\_

Self employed since  Years  Months Date of incorporation  D  D  M  M  Y  Y  Y  Y

Nature of business  Manufacturing  Service provider  Money lender  Bullion/Gold/Jewellery  Stock broker  Traders  Agriculture  Real estate  Others \_\_\_\_\_

Type of company/firm  Partnership  Sole proprietorship  Public limited co.  Private ltd co.  Others \_\_\_\_\_

Self employed professional  Doctor  CA/CS  Lawyer  Architect  IT consultant  Others \_\_\_\_\_

Income earned in currency  Company Name \_\_\_\_\_ Designation \_\_\_\_\_

Gross annual income (₹)  < 50,000  50,000 - 5 lac  >5 - 10 lac  >10 - 25 lac  >25 - 50 lac  >50 - 100 lac  >100 - 250 lac  >250 - 500 lac  >500 lac

Remittance in Account expected Annually(₹)  Nil  Upto 1 lac  >1 - 3 lac  >3 - 5 lac  >5 - 10 lac  >10 - 20 lac  >20 lac

**G) ACCOUNTS & TERM DEPOSIT DETAILS**

Savings / Current / Fixed Deposit Account No.	Type of account / deposit		Redesignate	Delete Name	Rebook
	Single	Joint			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**H) DEBIT CARD HOTLISTING AND REISSUANCE**

FIRST APPLICANT	I hereby declare that I <input type="checkbox"/> do not hold / <input type="checkbox"/> hold an International Debit card having no. <input type="text"/> for this account.	
	<b>Hotlisting</b> I hereby request to <input type="checkbox"/> Hotlist this card as this is linked to sole account.	<b>Reissuance of card</b> I hereby request to <input type="checkbox"/> Issue ATM Card <input type="checkbox"/> Issue NRO Domestic Debit Card <input type="checkbox"/> Do not issue any card
SECOND APPLICANT	I hereby declare that I <input type="checkbox"/> do not hold / <input type="checkbox"/> hold an International Debit card having no. <input type="text"/> for this account.	
	<b>Hotlisting / Delinking of existing card</b> I hereby request to <input type="checkbox"/> Hotlist this card as this is linked to sole account. <input type="checkbox"/> Delink this card as it is linked to more than 1 accounts. (applicable only for Resi Indian)	<b>Reissuance of card</b> I hereby request to <input type="checkbox"/> Issue ATM Card <input type="checkbox"/> Issue NRO Domestic Debit Card <input type="checkbox"/> Do not issue any card

**I) ADDITIONAL FACILITIES ON ACCOUNT**

Please tick if you wish to continue the below existing facilities in NRO account

Standing Instruction \_\_\_\_\_  Super Saver \_\_\_\_\_

The existing Sweep-in & Sweep-out facility linked to the above SB account will be discontinued after redesignation of account.

**J) DOCUMENTS ENCLOSED**

Please tick as applicable

Self attested copy of passport (mandatory)  Self attested copy of Visa (mandatory)  Overseas address proof  Indian address proof if mailing address is India

Additional overseas address proof in case of Non Face to Face category

**TERMS AND CONDITIONS**

- I authorize the Bank to re-designate the Resident Term Deposit(s) to Non Resident Ordinary Term Deposits.
- I also authorize the Bank to rebook the deposits and issue fresh Term Deposit Advice(s) on my Term Deposit(s).
- I acknowledge that TDS will be deducted as per applicable rates for NRI's from date of redesignation.
- I acknowledge that as a result of redesignation, the Fixed Deposit/s will be closed and rebooked, and certain amount of excess TDS could be deducted during the financial year from the FD, which will be refunded back to the account manually. In case of reinvestment compounding benefit will not be available for such amount.
- I acknowledge that I will not register for DTAA benefit for the current financial year.

**PEP DECLARATION**

**PEP declaration:** Politically exposed persons are individuals who are or have been entrusted with prominent public functions in a foreign country, e.g., Heads of State or of Governments, senior politicians, senior government / judicial / military officer, senior executives of state owned corporations, important political party officials, etc. In addition, a 'Politically Exposed Person' includes the immediate family member of a Politically Exposed Person such as spouses, children, parents and other relatives. Politically Exposed Person includes even close associates like advisors, secretaries and other associates of a Politically Exposed Person who conduct transactions on behalf of a Politically Exposed Person.

Please tick mandatorily:

1st appl.  Yes, I am politically exposed person as per above definition.  No, I am not politically exposed person as per above definition

2nd appl.  Yes, I am politically exposed person as per above definition.  No, I am not politically exposed person as per above definition

**DECLARATION FOR CREDIT TO NRO ACCOUNTS**

I/We hereby declare that only legitimate dues in India which would include current income like rent, dividend, pension, and interest etc., sale proceeds of assets including immovable property acquired out of rupee/foreign currency funds or by way of legacy/inheritance will be deposited in my/our NRO Account.

**AMB DECLARATION**

I/We have understood that I/We am/are required to maintain Average Monthly Balance of ₹25000/- or ₹10000/- or ₹5000/- I/We have understood that non maintenance of above Average Monthly Balance will attract the following charges:- NR Saving Regular - for Urban/Metro branches. If AMB in the account is between ₹5000 to ₹10000 - ₹250/- per month would be levied, If AMB is less than ₹5000 - ₹350/- per month would be levied. Semi Urban/Rural: - If AMB in the account is between ₹2500 to ₹5000 - ₹250 per month would be levied, If AMB is less than ₹2500 - ₹350/- per month would be levied. NR Current account (AMB ₹25000): - If AMB in the account is between ₹10000/- to ₹25000/- ₹350 per month would be levied, If AMB is less than ₹10000 - ₹500 per month would be levied. NR Current Account (AMB ₹10000):- If AMB in the account is between ₹5000/- to ₹10000 - ₹250 per month would be levied, If AMB is less than ₹5000 - ₹350 per month would be levied and other Charges for PhoneBanking, Netbanking, ATM & Branch services as detailed in the services charges and fee brochure.

**ACKNOWLEDGEMENT**

Date

Please quote following ref. no. for any future communication

This application is subject to verification. If any discrepancy is observed, application may be kept on hold until discrepancy is resolved.

Signature of Bank official \_\_\_\_\_

**DECLARATION**

I/We hereby declare that I/We am/are Non-Residents Indian(s). I/We understand that the above account(s) will be designated as NRO Account(s) on the basis of the declaration made by me/us. The account will be put into use for bonafide transactions not involving any violations of the provisions of any Government/Exchange Control Regulation / FEMA regulations. I/We hereby undertake to intimate you about my/our return to India for permanent residence immediately on arrival. I/We would confirm that all debits to my/our accounts for the purpose of investment in India and credits representing sale proceeds of investments in India are covered either by general or special permission of the Reserve Bank of India. I undertake that I will close the Resident Demat account and open NRO Demat Account. I authorize HDFC BANK to hotlist my existing International Debit card and in case I have opted for reissuance, I understand that I will not be able to avail the benefit of the same till I receive the replacement card. I acknowledge that the cheque book currently held by me will not carry the nomenclature 'NRO' on the face of the cheque leaflets. I understand that my existing Sweep in/Sweep out requests will be closed and rebooked as per my rebooked FD's. I understand that the Inward Standing Instructions on the Account will be discontinued. I hereby confirm that this account will be operated singly and in case of Joint Account operated by either or survivor. I hereby authorize provision of Internet Banking (NetBanking) and PhoneBanking Services to continue on this account. I hereby declare that I am not a mandate or Power of Attorney for operation of any Resident Account, registered with the Bank. I declare that I am not a Joint Account holder in any other Resident Account. I undertake that the change to Non Resident status will be informed by me/us to NSDL for updating my KYC details for Mutual Fund transactions/holdings. I declare that I will not route any business transactions in the current account held by me upon change in residential status.

I confirm and declare that: a) All the particulars and information given are complete and true. b) I/We have not withheld any information. c) I/We do not hold any other Resident Account(s) & Deposits other than those mentioned in this letter, with HDFC BANK.

1st Applicant's Signature

2nd Applicant's Signature

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

**BRANCH USE SECTION**

1st applicant ATM / Debit card number

Hotlisted on

Time

2nd applicant ATM / Debit card number

Hotlisted on

Time

Resident joint applicant Debit card hotlisted  Yes  No (To be hotlisted only if card has this account mapped to it)

Debit Card Hot-Listed by

Current ethnic code

Customer Signature verified by

New ethnic code M /

(In case the customer is classic, preferred or Imperia, retain current Ethnic code)

(M – NRO Redesignated Regular)

**CPU USE SECTION**

Ethnic code verified  Yes  No  NA Old \_\_\_\_\_ New \_\_\_\_\_

Category patch done  Yes  No  NA

Term deposit's liquidated and rebooked as NRO  Yes  No  NA

ATM / NRO Domestic Debit card issued  Yes  No  NA

Account level TDS flag changed  Yes  No  NA

Debit card of Resident Joint applicant delinked from the account  Yes  No  NA

Verified 1st applicant is a not a joint holder in another resident account  Yes  No  NA

Sweep - In  Deleted  No  NA

Inward Standing Instructions  Deleted  No  NA

Sweep - Out  Deleted  No  Re-maintenance  NA

Low level memo raised  Redesignated NRO account / Do not issue International Debit card

Do not issue Interest / TDS certificate

For premature closure of Fixed deposit, ref CPU

Branch Stamp and Signature

CPU Stamp and Signature