

**MANDATE FORM**  
**ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) / REAL TIME GROSS SETTLEMENT**  
**(RTGS) FACILITY FOR RECEIVING PAYMENTS**

**A. DETAILS OF ACCOUNT HOLDER**

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	

**B. BANK ACCOUNT DETAILS :**

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS	
TELEPHONE NUMBER AND EMAIL	
WHETHER THE BRANCH IS COMPUTERISED ?	
WHETHER THE BRANCH IS RTGS ENABLED ? IF YES, THEN WHAT IS THE BRANCH'S <b>IFSC CODE</b>	
IS THE BRANCH ALSO NEFT ENABLED ?	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	

DATE OF EFFECT :-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons incomplete or incorrect information. I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

(.....)  
Signature of Customer  
With official stamp

Date:-

Certified that the particulars furnished above are correct as per our records.

(.....)  
Signature of Customer  
With official stamp

(Bank's Stamp)

1. Please attach a photocopy of cheque along with the certification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enabled", then upon its up gradation to "RTGS Enabled" branch, please submit the information again in the above proforma to the Department at earliest.

