

BASIC INFORMATION ABOUT DICGC CLAIM FORM

- The Forms are available at branches & Bank website: www.ckpbank.net

A. THE FORM IS TO BE FILLED IN 1 + 1. (2 SETS)

B. All Original documents of the Xerox copies required for verification with self attested

C. KYC - Adhar Card, Pan Card xerox – and 1 photo (Must)

D. Additional Documents – (Any One document Required) Ration Card/Election ID/ Electricity Bill/MTNL Bill/Passport/ Driving License/Mahanagar Gas Bill/ Society Maintenance Receipt Copy.

(i) For Single Holder:

- 1) Name & Address of **Account Holder -AS MENTIONED ABOVE(B+C+D)**
- 2) Xerox Copy of Other bank's cancelled Cheque or Passbook(Existing Name)
- 3) Savings/Current a/c Pass book xerox- Showing a/c no.
- 4) Fix deposit receipt xerox - both sides

(ii) For Joint A/c:-

- 1) Name & Address of **FIRST HOLDER** only
- 2) KYC – **AS MENTIONED ABOVE AT B+C+D (Both Joint Holders)**
- 4) Xerox Copy of other bank's cancel Cheque or Passbook(Both Joint Holders)
- 5) Savings/Current a/c Pass book xerox- Showing a/c no.
- 6) Fixed deposit receipt xerox - both sides

***Form to be filled in by 1st Holder only but remaining Holders kyc documents, photo and Sign required.**

(iii) For Account holder's Death cases purpose:

For Joint a/c: SB/CD/FDR) (Fill Annexure 3 only) Decease claim form available at All Braches and Bank website www.ckpbank.net along with **B+C+D**

(iv) For Nomination: If Single holder's death-

Decease claim form available at All Braches and Bank website www.ckpbank.net (Applicant requires NOC from remaining legal heirs with their KYC) aling with B+C+D

- 1)Saving a/c xerox- Showing a/c no.
- 2)Fix deposit receipt xerox - both side

- For Address change 1 + 1 set for bank record and documents remains same along with Application. And fill DICGC form simultaneously

v) For the Societies/Trusts/Public Institutions/Pvt Ltd. :

The Pan Card of the Institution Along with the REGISTRATION CERTIFICATE , RESOLUTION OF THE INSTITUTION,THE CANCELLED CHEQUE OF SOCIETY/COMPANIES AND THE KYC DOCUMENT OF THE **AUTHORISED SIGNATORIES** SHOULD BE SUBMITTED. (If Signatories Are Changed , Submit Latest Updation for Bank Record)

vi) For Current Account- Proprietorship And Partnership accounts:

Mentioned in (B)+(C)+(D) ,**Letter Head,Rubber Stamp & Firm's Name Cancelled cheque (Must)**

vii) If Single/Joint Holder is out of country/State :

can send the properly filled DICGC form via e-mail with scanned copies of all the documents mentioned above with **(B)+(C)+(D)** self-attested.

For any queries please contact Branch-in-charge

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