



Account Closure Request Form

Date

Branch _____

Customer Details

Customer Name _____

Account No. - -

Account Balance _____

Payment Details for Balance in Account

Cash DD NEFT / RTGS* Credit to Account _____
(*Fill below details) (Within QNB India)

Name of Account Holder _____

Bank Account No. _____ Reconfirm Account No. _____

Account Type SB / NRE / NRO / CURRENT / OD / CC / CREDIT CARD

Bank Name _____ Branch/City _____

IFSC Code _____

Reason for Account Closure

Reason _____

Declaration

I, the undersigned, pledge to bear full responsibility in the event of my failure to handover any of the cheques issued in my name and are required by the Bank to finalise my account closure procedures, because of their destruction or loss by me, or for any other reason. In such an event, the Bank shall bear no responsibility, whatsoever, if a request to pay any cheques issued in my name was submitted later, and the Bank may take the necessary legal procedures applicable in such cases under my full personal responsibility.

Customer Signature _____

For Branch Use Only

	Yes	No	N/A		Yes	No	N/A
Recovered unused cheques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	ATM card received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Credit cards received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Loans cleared (If Yes, local bank's undertaking letter/guarantor is obtained)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Guarantees revoked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Screen print of any cancellations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holds for penalty settled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Standing order cancelled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Balance order cancelled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stop order cancelled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks _____

Account to be closed for internal and operational reasons

Prepared By _____ Signature and Date

Checked By _____ Signature and Date

Operations Use Only

Cleared account balance Yes No Cleared account interest Yes No

Prepared By _____ Signature and Date

Checked By _____ Signature and Date