

### **PROCESS FOR CLAIM OF UNCLAIMED DEPOSITS**

- ❖ The account holders (including joint account Holders) or claimants will have to approach the main branch situated at Mumbai personally or through the respective branch where the account is held.
- ❖ **Documents required to be carried along:**
  - For individual Account Holders-**
    - One recent Passport Size Coloured Photograph
    - Original Photo ID Document (PAN card, Election card / Passport / Driving License / Card / Aadhar Card/ Letter issued by UIDAI along with one self attested photocopy.
    - Original current Address Proof (Telephone bill (not less than 3 months old)/ Bank account statement with address/ Letter from any recognized public authority / Electricity bill (less than 3 months old) / Ration card / Aadhar Card/ Letter issued by UIDAI etc. along with one self attested photocopy.
    - Details of account held with our Bank and supporting documents if any.
  - For Non-individual Account Holders-**
    - The identity and address documents related to such non-individual entities. Further guidance on documentation shall be provided by the branch concerned.
- ❖ Should any of these accounts belong to a deceased person, and the claim is lodged as the Nominee or the successor as the case may be, he should visit the branch along with his ID / Address / other documents related to account as mentioned above. Further guidance shall be provided at the branch.
- ❖ There will be no charges collected for claiming of the unclaimed deposit or activation of the inoperative account.
- ❖ Grievances if any shall be resolved as per the Bank's Policy on Grievance Redressal displayed on the website.

Note: Above part shall be disclosed as well on the bank's website alongwith the list of unclaimed deposits / inoperative accounts.