



Account Closing Request/Advice

Branch

Date:

Please close my/our following account

Name:

Account Number:

All unused cheque () are returned () are lost.

Received cash () after debit my/ our account no.

Reasons for closing (If any)

.....

.....

I hereby declare that I don't have any obligation towards the Bank and if any found in future, I hereby authorize the Bank to recover the same from me as Bank's dues.

.....

Signature of Account Holder

| For Bank's Use Only | | | |
|------------------------------|---------------|----|-----------------------|
| Department | Any objection | | Reasons for objection |
| Digital Operations | Yes | No | |
| CAD Department | Yes | No | |
| Finance Department | Yes | No | |
| Central Operation Department | Yes | No | |
| Compliance Department | Yes | No | |

Verified By,

Authorized By,

.....

Name:

Employee Code:

.....

Name:

Employee Code:



Account Lien/Release And Block/Unblock

Date

The Branch Manager,
Kamana Sewa Bikas Bank Ltd.
..... Branch

Subject: ☐ Lien Mark/ ☐ Account Freeze

Account Lien Mark/Release:

- ☐ Please mark lien over in account no. (Customer Name) for value NPR.
..... (In words:) until further notice.
- ☐ Please release lien over from account no. (Customer Name) for value NPR.
..... (In words:).

Account Block/Unblock:

- ☐ Please block account no. (Customer Name) for debit/credit/total until further notice.
- ☐ Please unblock instruction from account no. (Customer Name) for debit/credit/total until further notice.

Purpose:

Verified By,

Authorized By,

.....

Name:

Employee Code:

.....

Name:

Employee Code: