

LETTER OF MANDATE

Gift City IBU Branch



Place: _____

Date: _____

To,

IBU, GIFT City Branch Manager HDFC Bank

IFSC Gift City

("The Bank")

Dear Sir,

MANDATEES
PHOTO DULY
SIGNED ACROSS
THE FACE

Re: Mandate to operate Savings/ Current/ Term Deposit/ Investment Account number

I/We [Customer ID: _____] refer to the above mentioned savings/ current /term deposit/investment account

no: _____ at your bank in the name/s of _____, residing at and I/ We hereby

request you to take this letter as a mandate to authorize Mr./ Ms. _____ ("the said person") on my/ our

behalf to take any and all actions and/or give any and all instructions to the Bank in relation to my / our account, as may be required from time to time.

The mandate holder shall, while acting under this mandate ensure that he /she acts in accordance with the instructions and directions that may be issued from time to time by the Reserve Bank of India or the Government of India or any other body or authority.

Details of the First Mandate Holder:

Name:	Particulars
Date of Birth	
Mailing Address	
Residential Address	
Contact Number	
Signature:	

Details of the Second Mandate Holder (If applicable)

Name:	Particulars
Date of Birth	
Mailing Address	
Residential Address	
Contact Number	
Signature:	

Terms and Conditions

1. I/We hereby authorize the Bank to act on the instructions of the mandate holder and agree that I/we shall not hold the Bank liable for acting on account of the instructions of the mandate holder.
2. I/ we hereby ratify and bind myself / ourselves and confirm to all and whatever instructions the said person has given on my/our behalf.
3. I/We understand and agree that the Bank is entitled to reject or cancel my application, without furnishing any reason whatsoever, and agree that the Bank may contact me and request for further information or documents for the purpose of evaluating, examination and scrutinizing my application or any or all information or details provided or furnished by me.
4. I/We agree that the Bank will be at liberty to discontinue adherence to the mandate at any time by giving me at least 30 (thirty) days' notice to my mailing address, without assigning any reasons therefor.
5. I/We agree that any change in my account status or change of address shall be immediately informed to the Bank, failing which I shall be responsible for non-receipt of communication/account statements or the same being delivered at my old address.
6. I/We agree that I shall indemnify and hold the Bank harmless against all actions, claims, demands, proceedings, losses, damages, costs, charges and expenses whatsoever which the Bank may at any time incur, sustain, suffer or be put to as a consequence of or by reason of or arising out of executing the mandate provided herein or due to any negligence/mistake/misconduct on my/our or the mandate holder's part or breach or non-compliance by me/us or the mandate holder of any of the Terms and Conditions relating to any of the services or by reason of the Bank in good faith taking or refusing to take action or partially taking action or so acting whether wrongly or mistakenly on any instruction given by me.
7. I agree to furnish any particulars/information that is called upon me by the Bank on account of any change in law either in India or abroad in the subject matter herein.
8. The Bank may in its discretion decide not to carry out any instructions where it has reasons to believe, (which I/we shall not question or dispute) that the instructions are not genuine or otherwise improper or unclear or raise a doubt.
9. I / We agree to bear any losses, claims that may arise directly or indirectly on account of the Bank acting on the instructions of the mandate holder.
10. I/We hereby undertake that I/We and my/our mandate holder shall comply with the provisions of the IFSCA Act, IFSCA Banking Regulations, 2020 all amendments made thereto and other Regulations issued by the IFSCA, Exchange Control guidelines issued by the RBI, if and when applicable and the Foreign Exchange Management Act 1999 and all regulations there of including the Foreign Exchange Management (Deposit) Regulations, 2000, if and when applicable.
11. I understand, acknowledge and authorize that as per the provisions of Income Tax Act, Rules made thereunder and the guidelines issued by the Government/RBI in the matter, depending upon the residential status and/or other criteria stipulated therein, the Bank may have to report the details in respect of my account(s) as per the prescribed format to the Central Board of Direct Taxes (CBDT) or other Government Agencies to comply with the obligations as per the Inter-Governmental Agreements (IGA) in respect of Foreign Accounts Tax Compliance Act (FATCA) and Common Reporting Standards (CRS) and / or any other similar arrangements
12. I/We agree, confirm and declare that all matters or dispute related to or arising out of this Mandate shall be governed by the laws of India and that all disputes shall be subject to the exclusive jurisdiction of the courts at Gandhinagar, Gujarat.
13. This authority shall continue in force until I/We shall have expressly revoked it by a notice in writing delivered to you.

I/We hereby confirm that the purpose of adding a mandate holder is for operation of my account from time to time. I/We hereby declare that I/we have read and understood the following Terms and Conditions and unconditionally accept that the same are to be read in conjunction with the Account Opening Terms and Conditions by an Individual or Non-Individual, as the case may be, and agree to be bound by the same as well as these Terms and Conditions.

Above signature verified by account holder(s)

Above signature verified by account holder(s)