

NOTICE TO ALL OUR CUSTOMERS

Reserve Bank of India has directed banks to ensure that all accounts opened with them by customers are compliant with the **KYC (Know Your Customer)** norms. In view of this, customers whose accounts with our branches were opened up to 31.12.2009 are required to submit fresh proofs of their identity and address along with two copies of their recent passport size photograph to the respective branch. The aforesaid are required in the case of every Individual, every Proprietor and each Joint Account Holder/ Partner / Director / Trustee / HUF member and authorized signatory.

All such customers are therefore requested to call at the branch maintaining their account immediately along with the documents specified below.

Proof of identity	Proof of address
<p>A. Two copies of recent passport size photograph</p> <p>B. Original and a Xerox copy of any one of the following documents bearing the duly attested photograph of the account holder (The original will be returned after verification)</p> <ul style="list-style-type: none"> •Passport •Voter's Identity Card •Driving license •Identity card/Confirmation from the employer/other bank (subject to the satisfaction of the Bank) • Letter from a recognized public authority or public servant verifying identity and residence to the satisfaction of the Bank 	<p>Original and a Xerox copy of any one of the following documents (The original will be returned after verification)</p> <ul style="list-style-type: none"> •Passport •Voter's Identity card •Driving license • Telephone bill (not older than two months) • Bank account statement • Letter from any recognized public authority •Electricity bill • Ration card •Letter from employer (subject to the satisfaction of the Bank) <p>In rural areas, in the absence of any of the above documents, ration card/certificate from local body/NGO/Micro Finance institutions may be produced for establishing identity and address (subject to satisfaction of the Bank).</p>

If the requisite proofs are not furnished by 30.11.2010 to the branch maintaining the account, the Bank reserves the right to close the account/stop operations in the account without further notice in this regard. Customers may contact the branch where their account is maintained for further information/clarification, if any, on KYC requirements

(S K Abrol)
General Manager