



# The Citizen Co-operative Bank Limited

H.O. : Vasco-da-Gama, Goa.

## RTGS/NEFT APPLICATION FORM

To,  
**The Branch Manager,**  
**The Citizen Co-op. Bank Ltd.** Date : \_\_\_\_\_  
 \_\_\_\_\_ Branch

Dear Sir,

Please remit a sum of Rs. \_\_\_\_\_ Rupees \_\_\_\_\_ )

as per details given below by debiting the below mentioned account vide our Cheque No. \_\_\_\_\_ dt. \_\_\_\_\_ which is enclosed herewith. Please also debit the said account maintained with your branch with your service charges and Govt. taxes, as applicable for such remittance, if any. We accept and agree to abide by the terms & conditions given below.

<b>Applicant's Account Details :</b>	<b>Details of Beneficiary Account :</b>
➤ Name: _____	➤ Bank : _____
_____	➤ Branch : _____
➤ Account & Number : _____	➤ IFSC code of Bank: _____
➤ Customer ID: _____	➤ A/c No.: _____
➤ Contact No.: _____	➤ Full Name of beneficiary : _____
➤ Details if Payment (Narration)	_____
_____	_____
_____	_____

### Applicants's Signature (with Stamp/Seal)

<b>For Branch Use Only:</b>	
➤ Applicant's Signature/s verified.	Transaction authorised & funds remitted through RTGS/NEFT as per details of Beneficiary given above
➤ Amount Rs. _____	UTR No.: _____
➤ Bank Charges Rs.: _____	
➤ Total Amount Rs.: _____	
➤ Amount debited to A/c : _____	
➤ Advice Number : _____	
Sign : _____ Date: _____	Sign : _____ Code: _____
Code : _____ Time: _____	Date: _____ Time: _____
(MAKER)	(CHECKER)

### ACKNOWLEDGEMENT

Received application from \_\_\_\_\_ for funds transfer under RTGS / NEFT as per the terms agree between the customer and the Bank on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ as detailed below. Beneficiary Name \_\_\_\_\_  
 City \_\_\_\_\_ Bank \_\_\_\_\_ Branch \_\_\_\_\_ A/c Type \_\_\_\_\_  
 & No. \_\_\_\_\_

Seal: \_\_\_\_\_ Signature \_\_\_\_\_ Code \_\_\_\_\_

## Terms & Conditions in Respect of RTGS / NEFT Transaction

1. All instructions relating to RTGS/NEFT application should be complete in all particulars & signed by the authorised signatories strictly as per the instructions given to the Bank to operate the relative account.

2. It is the responsibility of the RTGS/NEFT applicant to ensure the correctness of the message especially the IFSC code of the recipient / destination branch & account number of the beneficiary. The collecting bank as well as the receiving bank will get valid discharge if the amount is credited to the account number mentioned in the Application even if the name of the beneficiary account holder differs. The citizen coop Bank Ltd. (CCB) shall not assume any liability or responsibility arising out of or shall not be made liable for any incorrect request or message. The applicant shall be liable to compensate the bank for any loss arising on account of any error in his payment instruction.

3. Funds Transfer shall be effected only if the destination Branch/originating Branch is participating in RTGS/NEFT. The Applicant here by irrevocably authorises CCB to debit his/her/its account with the prevailing service charges. It is the responsibility of the Applicant to ensure availability of sufficient clear funds in their Account to carry out the payment instructions given (including levy of services charges). Where however, the bank executes the payment order without properly applicable funds being available in the customers account, the customer shall be bound to pay to the bank the amount debited to his account for which RTGS/NEFT was executed by the bank pursuant to his payment instruction, together with the charges including interest payable to bank.

4. Application must be received before the cut off time as stipulated by the Bank. If application is received after the said cut off time, transfer of funds shall only be effected on the next working day.

5. It is the responsibility of the RTGS/NEFT Applicant to ensure the genuineness of the transactions conducted through RTGS/NEFT & to ensure that no illegal transactions are conducted through RTGS/NEFT. CCB shall not assume any liability for ensuring legality of transactions just because such transactions are routed through CCB.

6. Prior intimation must be given to the remitting branch for remittance of Rs. 25 lac and above.

7. Once the application is submitted or processed or account is debited, the remitter cannot revoke the given mandate.

8. If the date of payment happens to be a holiday at the centre where the recipient branch is situated, the credit will be passed on to the beneficiary on next working day.

9. The RTGS/NEFT Applicant should verify the statement of account and confirm the correctness of remittances made. In case of any discrepancy the Applicant should intimate the bank immediately.

10. If any transaction, cannot be settled due to the fault of the RTGS/NEFT Applicant, CCB will endeavour to advise the Applicant of such non- settlement on phone / fax, but CCB will not incur any liability to the Applicant, or to any counter party or beneficiary in such circumstance.

11. CCB shall not be liable for delay in payments to the beneficiary if:

a. Incorrect and insufficient details of beneficiary are provided by the applicant remitter.

b. If there is dislocation of work due to circumstances beyond the control of Remitting/Destination Banks including but not limited to circumstances like non-functioning of computer system, disruption of work due to natural calamities, strike, riot etc or Netware or internet problem or other causes beyond the control of the Branch/ Bank resulting in disruption of communication, such cases will be settled on the next working days when RTGS/NEFT is functioning properly.

12. The RTGS/NEFT Applicant hereby agrees and undertakes that he is aware of all the RTGS/NEFT rules set by RBI & to abide by all the guidelines issued by the RBI or any other regulatory authorities or as communicated by CCB applicable to the transactions relating to RTGS/NEFT whether directly or /and indirectly.

13. The provisions of the Agreement shall always be subject to any rules, terms, conditions and administrative guidelines issued by RBI that may be enforced from time to time in respect of operation of RTGS/NEFT account.

14. The RTGS/NEFT Applicant hereby agrees and undertakes to indemnified and keeps indemnified CCB from time to time against all loses, damages, costs (including legal fees), penalties and consequences arising in pursuance of handling the said RTGS/NEFT transaction or/ and by virtue of CCB acting for and on behalf of the RTGS/NEFT Applicant in pursuance of this agreement.

15. The customer will not hold remitting bank responsible, if the remitted fund have not been credited to beneficiary's account, for any reason nor returned by the recipient RTGS/NEFT member within time limit prescribed by RBI from time to time.

***Applicant's Signature/Rubber Stamp***