

## Request for Signature change

Date: \_\_\_\_\_

To, ICICI Bank Limited,  
RPC Mumbai,  
Autumn Estate, 5th Floor, 'A' Wing,  
Near Mhada, Chandivali, Andheri (E),  
Mumbai-400 072, INDIA.

Dear Manager,

Sub: Request for Signature Updation

I wish to update my new Signature in the account. My new Signature is appended below-

Name of Account Holder whose signature is to be updated \_\_\_\_\_

Account Number \_\_\_\_\_

My Email Address \_\_\_\_\_ \*refer point 1 in notes

My Contact Number/s \_\_\_\_\_ \*refer point 1 in notes

My Old Signature \_\_\_\_\_ \*refer point 2 in notes

My New Signature \_\_\_\_\_ \*refer point 3 in notes

Yours truly,

\_\_\_\_\_  
(Primary Applicant)

\_\_\_\_\_  
(Joint Applicant 1)

\_\_\_\_\_  
(Joint Applicant 2)

### Notes -

1. In the absence of e mail address /contact number in our records, please note we will update the same as mentioned above.
2. In case you are able to replicate your old signatures, there is no proof required
3. If you are unable to replicate your old signatures, we request you to submit any one of the following document-
  - a. Any government issued photo identity document (Driving license, Residence Card etc.) having a seal/stamp of Government authority as a proof of current signature, duly attested by a Banker or Indian Embassy or Notary. The signature on the form should match the signature on the government issued document.
  - b. Declaration stating "I hold an NRI bank account with ICICI Bank, (name of the city) branch and am unable to replicate my old signatures. Kindly attest my signatures.", should be attested by a Banker or Indian Embassy or Notary. The Banker/Embassy /Notary can mention "verified with records" / "signed in my presence" / "signature verified" or equivalent.
  - c. If self-attested copy of the passport is notarized the same can be accepted as proof of new signature.
4. An email alert would be sent at your registered email id confirming the status of your signature change request.

**Declarations:**

**I/We confirm that:**

- All cheques issued by me/us with the old signature have been paid.
- All PDCs/ECS mandate issued with the previous signature shall be canceled by me/us and re-issued with new signature.
- Cheques drawn with the previous signature, if presented in future, will be returned by the Bank.
- All cheques collected and paid in future by the Bank in this account will be drawn in the same name / style / new signature as given in this request form.

**For Branch Use Only**

Declaration from the Branch Official – I confirm

- The details match with the Bank's records
- The applicant(s) signed in my presence and the signature(s) have been verified with the Bank records.