

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

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 Customer Name: \_\_\_\_\_ the ("Customer")  
 Account #: \_\_\_\_\_ (the "Account")  
 Customer Address: \_\_\_\_\_  
 Mobile #: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**Account Service Request**

**Address Modification:** Please amend my address/contact numbers as follows:

Residential Address: \_\_\_\_\_ Work Address: \_\_\_\_\_  
 Contact #: Residence: \_\_\_\_\_ Work: \_\_\_\_\_ Mobile: \_\_\_\_\_ Mailing address P.O. Box: \_\_\_\_\_  
 Statement Frequency:  Monthly  Quarterly  Semi annually  Annually

**Account:** Please open a sub-account:  Current  Saving  Super  Premier  
 In the following currency:  US\$  GBP  EURO  KD  Other: \_\_\_\_\_  
 And transfer the sum of \_\_\_\_\_ (In words \_\_\_\_\_) from my Account to the new account.

**Fixed Deposit Account:**

Open New  Renew Amount: \_\_\_\_\_ (In words \_\_\_\_\_)  
 According to your applicable rates, Period:  Monthly  Quarterly  Semi annually  Annually  Other: \_\_\_\_\_  
 Maturity instructions:  Renew with interest until further notice  Credit to account  Renew without interest  Other instructions \_\_\_\_\_  
 I request an early redemption of my Fixed Deposit #: \_\_\_\_\_ and the crediting of the balance thereof to my Account.

**Kindly arrange to provide:**

Account Balance  A/C Statement from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Balance certificate: Favoring \_\_\_\_\_  Arabic  English Purpose: \_\_\_\_\_  
 Cheque Book of:  10pages  25pages  50pages

**Card Services Request (ATM Cards/Credit Cards)**

Card #: \_\_\_\_\_  
 Send my card  ATM  Visa  Master  Diners  Other \_\_\_\_\_  E-pin to the \_\_\_\_\_ branch collection.  
 Issue new ATM card and deliver it with its applicable PIN # to \_\_\_\_\_ branch collection.  
 Increase  Decrease the limit of Card to \_\_\_\_\_, Amounts in words ( \_\_\_\_\_ )  
 Change Revolving percentage of my credit card to \_\_\_\_\_ Percentage  
 Link  De-link my ATM Card to/from A/C #: \_\_\_\_\_  
 Cancel my  ATM Card  Credit Card And Re-Issue  with PIN  without PIN  
 Reason:  Lost  Stolen  Damaged  PIN forgotten  
 Time reported by customer: \_\_\_\_:\_\_\_\_  In Person  By phone call Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Other Instructions**

Attached copy of:  Emirates ID  Passport

I/We agree that the Terms & Conditions applicable to my/our Account which I/we have read and signed shall apply hereto as if expressly set out herein, and I/we additionally agree to abide by all the laws, regulations and policies applicable hereto and to the Account.  
 I/we hereby confirm the validity of my/our instructions given above and request their implementation by the bank.  
 I/We hereby confirm, if I/We so claimed above, that the relevant document and/or Card (which details appear above) was lost, and I/We hereby request, at my/our sole and full responsibility that it be cancelled by the Bank. I/We hereby further undertake to return to the Bank the document and/or Card promptly if it is found, and I/We hereby declare that no right related to the above-referenced document and /or Card, including the right of usage of the document/Card of the account was given by me to any other person.  
 I/We hereby authorize the Bank and its officers and employees to disclose any Account-related information to the beneficiary's bank and/or to other parties to the extent necessary to give effect to the instructions given by me/us herein, and I/We further release the Bank from any relevant applicable secrecy laws or regulations.  
 I/We understand that charges may apply to the request(s). I/We have made above and accept and agree to render same to the Bank or to have those deducted from the account. The Bank may refuse to execute any requests, instructions or services requested by the Consumer as consequences in the event of a Consumer's failure to meet the Bank's terms and conditions before and during the Consumer's relationships with the Bank.

Customer's Name (1): \_\_\_\_\_ Customer's Signature: \_\_\_\_\_  
 Customer's Name (2): \_\_\_\_\_ Customer's Signature: \_\_\_\_\_  
 Employee's Name: \_\_\_\_\_ Employee's Signature: \_\_\_\_\_