

Service Request Form for Card Customer



Cardholder's Name	:																
Card Number	:							*	*	*	*	*	*				
Mobile Number	:																

Please update/change the address of my above-mentioned Card and send my statement & other correspondents to:

Old Address	New Address (<input type="checkbox"/> Mailing / <input type="checkbox"/> Residence)

I would like to request for the following service(s):

- Limit Enhancement Request (Attach documents: (1) Salary Certificate / Trade License (2) Bank Statement – 6 months Existing Limit.....Expected Limit
- Removal of Lien (Please mention Lien A/C No :.....)
- BDT to USD Limit Conversion, Amount to convert: BDT
- USD to BDT Limit Conversion, Amount to convert: USD
- Issuance of New Card Cheque Book
- Activate my Credit/ Debit/ Prepaid Card and I agree relevant terms and conditions of card activation
- Allow foreign transactions (from date:/...../..... to date:/...../.....) Country.....
- Allow e-Commerce transaction for Online payment (Amount: BDT/USD.....)
- Replace my Card/PIN due to.....
- Account Tag /Remove with Debit Card. (Mention the Debit Card No.....
Current / Savings A/C No..... Primary Secondary
- Credit Shield Insurance Program Enrollment/ De-Enrollment
- Waiver of Fees/ Charges/ Interest Reasons:
- Other Service Request (Please Specify):
- Please close my Card along with my Supplementary Card (if any). Reasons are:
 Dissatisfied with Limit/ Charges & Fee Dissatisfied with Service Other reason.....
- Standing Instruction (Auto Debit) Set up: Debit my Savings Account no..... to collect
Credit card payment through standing instruction for Minimum Due or Full Due on monthly basis
- Cancellation of Standing (Auto-Debit) instruction (Mention your account no.....)
- Mobile Enrollment/ Update:** New Mobile No.:
- E-Statement Enrollment:** E-mail Address:

By signing I agree to the relevant Terms & Conditions of the item mentioned above.

Thanking you.

Cardholder's Signature	Office Use Only	
	Information Verified By	Processed By
Date:		