



E-STATEMENT REQUEST FORM

Date

d	d	m	m	y	y	y	y
---	---	---	---	---	---	---	---

To
City Bank PLC.
..... Branch

Dear Sir,
I/We hereby request City Bank PLC. to send the account statement(s), report(s) and other communication(s) with regard to the account(s) to me/us/my/our representative(s) electronically to the e-mail ID listed below:

A/C Title:

A/C No:

A/C No:

A/C No:

Designated e-mail Address:

Contact No: Mobile No:

Please make all future communications to the mobile/contact no. and e-mail address details given herein and update your records accordingly.

I/We hereby confirm that the information provided above is correct. I/We do hereby solemnly affirm, acknowledge, irrevocably undertake to comply with all terms and conditions mentioned on the overleaf and all other terms and conditions applicable for and related to accounts.

Yours sincerely,

.....
1st Applicant Signature
Name:

.....
2nd Applicant Signature
Name:

* All joint accountholders are required to sign, regardless of mode of operation.

For Bank use only:

CHECK LIST FOR BRANCH

Receive duly filled up E-statement request form by customer's

Customer's signature verified Action taken by:

Respective account is active Employee ID:

CHECK LIST FOR LSC

Document is in order Date:

Action taken by: Authorized by:

Employee ID: Employee ID:

Terms & Conditions

I/We do hereby agree as follows:

1. When I/We subscribe to E-Statement and the Bank agrees, all statements shall be sent through E-Statement to the Designated E-mail Address for the Account(s) and will substitute the paper statements unless the Bank otherwise agrees and/or I/We instruct the contrary.
2. I/We acknowledge and affirm the inherent risk of internet and technical errors, any delay in operation or transmission, any incomplete or garbled transmission, computer virus, loss of data or other similar loss related to transmission through internet. The Bank does not warrant against any external factors including without limitation Internet Service Providers, affecting error free statements, interrupted and/or delayed delivery, the privacy and/or security of e-mails during Internet transmission. The Bank shall not be liable or responsible for data corruption, delay and/or interception of the information so given and the Bank reserves the right to update and vary such information from time to time and at any time.
3. For Joint accounts, all statements will be addressed to the First/Principal applicant. I/We am/are solely responsible for prompt examination of all entries in the statement and alerts and must give the Bank written notice within 14 (fourteen) days of the date of the relevant statement or alerts of any discrepancy, in the absence of which it shall be deemed to have agreed and certified conclusively (for all purposes) the correctness of the relevant statement of accounts.
4. Statement of accounts will be issued based on product feature Monthly/Quarterly/Half Yearly and/or when a statement sheet is completed in case of accounts respectively at the sole discretion of the Bank and in compliance with Bangladesh Bank Guidelines. If statements are requested in frequencies higher than the prescribed number of Bangladesh Bank or otherwise agreed by the Bank or duplicate statements of past transactions are requested, a charge will be levied as per Bank's prescribed fees and charges.
5. The Bank shall not be liable to me/us for any direct, indirect, special, incidental or consequential loss or damage which may arise in respect of this disclosure and/or delivery of this E-Statement service through the email address(s) stated.
6. I/We understand that the E-Statement service is free of charge; however the Bank reserves the right under its sole discretion to charge for the service in the future after prior notification to me/us.
7. City Bank PLC. reserves the right, at its sole discretion, to refuse or stop the E-Statement service at anytime without prior notice to me/us and in that case, paper statements will be provided.

1st Applicant Signature

Name:

2nd Applicant Signature

Name:

Date

d	d	m	m	y	y	y	y
---	---	---	---	---	---	---	---

Date

d	d	m	m	y	y	y	y
---	---	---	---	---	---	---	---