



NATIONAL CREDIT AND COMMERCE BANK PLC.

..... Branch/Sub-Branch

Authorization form for Installment payment through Electronic Fund Transfer (EFT) of NCC Bank PLC.

Section 1: To be filled by the Bank Account Holder (s)

Date :

Originating Bank (Account Details)

Name of the Account Holder :

CASA Account/ GL Number :

Installment Size (EMI) : Phone :

Arrear Due (If any) : Installment

Due Date :

Installment payment frequency : Monthly Quarterly Half Yearly Annually

No. of EMI : (in words) Start Date of EMI

EFT Debit Starts On : EFT Debit Ends On :

Account Holder's Mailing Address:

I / We authorize the following Bank to initiate Electronic Fund Transfer (EFT) Debit transaction to collect Installment of above mentioned account. I am / we are fully aware that this EFT transaction will be posted to the bank account mentioned in this form. I/We confirm having read and agreed to the terms and conditions over the leaf.

Signature of the Account Holder

Signature Verified by

Receiving Bank

Section 2 : To be filled by Receiving Bank :

Bank Name :

Branch Name :

Branch Mailing Address :

Routing Number :

Branch Phone Number :

Customer Name :

CASA Account / GL Number :

Signature of the Account Holder

I confirm the identity of the above named account Holder and also confirm that the bank account number provided here is correct and is maintained with our bank.

Date :

Signature with seal of the Authorized Bank Official

**Terms & Conditions for NCCB (secured/un-secured)
Loan Monthly Installment (EMI) Collection Through EFTN**

DEFINITIONS

Wherever used in this Agreement the following terms shall have the meanings set forth below:

- 1.1 EFTN means Electronic Fund Transfer Network Operating Rules of Bangladesh Bank as applicable and amended from time to time.
- 1.2 Bank shall mean the bank which maintains account(s) of the accountholder other than NCC Bank PLC.
- 1.3 NCCB refers to NCC Bank PLC.
- 1.4 Customer(s) or Loan Accountholder(s) shall mean and include the customer(s) who has/have successfully availed the NCCB Facility for NCCB (secured / un-secured) Loan and maintain accounts with the bank.
- 1.5 Instruction refers to the written authorization by the Customer/Loan Accountholder(s) whereby a request to Bank is submitted for payment of NCCB EMI Loan from his/her account (s) held with the Bank through EFTN, and accepted by Bank after proper verification of identity.

Terms and Conditions

- 1. Transactions under this instruction will be subject to the Electronic Fund Transfer Network (EFTN) Operating Rules of Bangladesh Bank as applicable from time to time. The laws of Bangladesh Bank shall govern the Terms and Conditions of this document.
- 2 Electronic Fund Transfer (EFT) facility for NCCB (secured / un-secured) Loan Monthly Installment (EMI) payment can be availed after the loan agreement/sanction letter is executed between NCCB and the Customer.
- 3. The instruction is accepted by ----- subject to:- a) the bank account details of loan Account holders must match with the records of his/her respective bank b) Verification of signature(s) of loan accountholder(s) by his /her respective bank & c) availability of funds in the mentioned account.
- 4. The receipt copy of this instruction must reach to NCCB Branch Office at least thirty (30) days before the date on which it is to be activated. If the payment instruction date falls on a non-business day, the same may be effective on the next business day.
- 5. The instruction shall remain in full force and effect until otherwise advised in writing by the loan accountholder to bank and such instruction must accompany a written consent from NCCB at least Thirty (30) days before the next payment is due. Any such amendment/cancellation will not release the loan accountholder from the liability to his/her bank having executed the instruction before receipt of such amendment/cancellations.
- 6. The loan accountholder shall ensure that sufficient funds are available in the bank account at the time of debit date and that instruction is not dishonored. Sometimes it may occur that due to some technical or other reason EMI payment is not debited on the debit date and is delayed by few days. To avoid such situations the customer shall ensure the availability of the funds until the scheduled EMI is debited. NCCB will not be responsible for any issues with regards to dishonored instruction raised by the bank and any dispute regarding same shall be taken up with the bank only.
- 7. In case this instruction is dishonored by the bank, the EMI for the due date (s) of these dishonored EFT debit has to be paid through cheque by the loan accountholder.
- 8. Any queries with regard to NCCB home loan and EMI payment amount shall be raised with NCCB and payments to the bank with regard to the settlement amount are committed and not deferrable for any reason whatsoever. The transaction appearing on the account statement will be the proof of payment.
- 9. Under this instruction, if any amount excess or below the correct amount is debited, the loan account holder will have to contact NCCB for clarification. Any type of refund from NCCB on account of this instruction will be settled by NCCB with its loan accountholder separately.
- 10. An annual statement, Certificate as applicable may be obtained from NCCB Head Office upon request of the loan accountholder.

Please contact nearest NCCB Branch if needed for any information on your NCCB (secured / un-secured) Loan payment through EFTN

I/We confirm having read and agreed to the terms and conditions as mentioned above.

Date :

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Signature of the Account Holder (S)