

**APPENDIX 3**

Form A2: To be signed by the city coordinator

CUSTOMER RELATONSHIP NUMBER: \_\_\_\_\_

SOURCE: \_\_\_\_\_

NAME OF CARD HOLDER: \_\_\_\_\_ -

CARD NUMBER OF CUSTOMER: \_\_\_\_\_

NAME OF ADD-ON CARD APPLICANT: \_\_\_\_\_

RELATIONSHIP OF ADD-ON APPLICANT WITH PRIMARY CARD HOLDER:  
\_\_\_\_\_

DOB OF ADD-ON APPLICANT: \_\_\_\_\_

MOBILE NUMBER OF ADD-ON APPLICANT: \_\_\_\_\_

EMAIL ADDRESS OF ADD-ON APPLICANT: \_\_\_\_\_

GENDER OF ADD-ON APPLICANT: \_\_\_\_\_

(\*Please note, that different mobile number and email address can be updated for add-on cards for receiving only OTP details while doing online transactions. All debit and credit transaction SMSes will be sent only to primary cardholder)

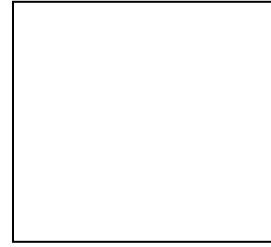
Name of City Coordinator \_\_\_\_\_

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

Place: \_\_\_\_\_

Date:

To  
The Manager  
Kotak Mahindra Bank Limited



(PP SIZE PHOTO OF ADD-ON  
APPLICANT)

Ref: Credit Card No./Application No.: \_\_\_\_\_

Subject: Application for add-on credit card

Dear Sir

I hereby agree to submit the photocopy of the following documents & a recent passport size photograph for the purpose of the issuance of Add-On Card for

\_\_\_\_\_  
(Add-on applicant's name)

One Passport size photograph (affixed)

Identity Proof

Aadhar/Passport / Driving License (Valid) /PAN Card / Photo Credit/Debit Card issued by Banks (Valid) / Voter's Identity (Election) Card / Valid ID Documents/Card with Photo issued by Govt. Org, PSU, Statutory/ Regulatory Auth, Scheduled Commercial Banks, Public Financial Institutions & Professional Bodies like ICAI, ICWAI, Bar Council, etc. to their Members (If photo included)

Address Proof

Aadhar/Passport / Driving License (Valid) / Voter's Identity (Election) Card / PAN intimation Letter / Valid ID Documents/Card with Photo issued by Govt. Org, PSU, Statutory/ Regulatory Auth, Scheduled Commercial Banks, Public Financial Institutions & Professional Bodies like ICAI, ICWAI, Bar Council, etc. to their Members (If address included) / Ration Card / Utility Bill (Electricity/Tele/Mobile/Piped Gas not more than 3 months old) / Credit Card Statement not more than 2 months old. Should not be an E-statement /Registered Leave & License Agreement (For Tenants) / Letter from Housing Society (Only for owners) / Sale Deed / Bank Statement (Active Account) - signed & stamped or with logo / printed by Bank (internet downloads not accepted) and not more than 2 months old / Bank passbook (Active accounts) of schedule commercial banks only along with the bank seal / stamp and signature of the bank official. (updated not more than 3 months old)

\_\_\_\_\_  
Declaration in case address proof of add-on applicant is not available

(Applicable only for immediate family member of the cardholder)

(To be signed by Primary card holder)

I state that Mr/Mrs. \_\_\_\_\_, for whom the Add-On Credit Card is applied for, is my "\_\_\_\_\_" and that the address for communication is as stated below and updated in the Bank's records for the primary Credit Card issued in my favour. I also agree to submit copy of my latest address proof as part of this declaration.

Current Address: \_\_\_\_\_

Thanking you

Signature of Primary Card holder

**PLEASE SEND THIS FORM AND SELF-ATTESTED PHOTO & ADDRESS PROOF ON [addoncard.docs@kotak.com](mailto:addoncard.docs@kotak.com).** Please mention the subject line as "Add-on Application CRN <primary cardholder>