

IBL

(Format of letter to be obtained from customer for activation of dormant account)

Date:

To

Branch Manager

Dear Sir/Madam

Ref.: My/Our account no XXXX-XXXXXX-XXX with the bank

I/We have been advised vide your letter dated dd/mm/yyyy that my/our account is lying dormant. I/we request you to activate our account and I/we here by agree to.

1. Maintain the account regularly.
2. Maintain the account with adequate balance.
3. Reimburse the bank to the extent of debit balance in my account, if any.
4. Reasons for not operating the account

Thanking you

Yours faithfully

Authorised Signatory