

**\*\*Bank Account Registration Form for Staff\*\***

**\*\*1. Personal Information\*\***

- Full Name: \_\_\_\_\_
- Employee ID: \_\_\_\_\_
- Department: \_\_\_\_\_
- Position: \_\_\_\_\_
- Contact Number: \_\_\_\_\_
- Email Address: \_\_\_\_\_

**\*\*2. Bank Account Details\*\***

- Bank Name: \_\_\_\_\_
- Branch Name: \_\_\_\_\_
- Account Type (Savings/Current): \_\_\_\_\_
- Account Number: \_\_\_\_\_
- IFSC Code: \_\_\_\_\_

**\*\*3. Identification Documents\*\***

- Please attach the following documents:
  - Copy of ID Proof (Aadhar/PAN/Passport): \_\_\_\_\_
  - Copy of Address Proof: \_\_\_\_\_
  - Copy of Employment Verification: \_\_\_\_\_

**\*\*4. Declaration\*\***

I hereby declare that the information provided above is true and accurate to the best of my knowledge. I understand that any false information may result in disciplinary action.

- Staff Signature: \_\_\_\_\_
- Date: \_\_\_\_\_

**\*\*5. For Office Use Only\*\***

- Received By: \_\_\_\_\_
- Date of Receipt: \_\_\_\_\_
- Approved By: \_\_\_\_\_
- Date of Approval: \_\_\_\_\_