

SERVICE REQUEST FORM FOR NOC`s

Date:

To,
Kotak Mahindra Prime Ltd.
Branch:

Sub: Loan A/c No. Customer Name:

Dear Sir / Mam,

With reference to my loan as per details mentioned above, I / We hereby request you to issue a NOC in respect of the vehicle financed.

Purpose of NOC (please tick as applicable)

- Issue of Duplicate RC Book Inter-State transfer of registration of Vehicle
- Installation of LPG / CNG Kit Duplicate NOC
- Revalidation of NOC Change of Vehicle Chasis
- Issue of Cheque towards settlement of Insurance Claim in my / our favour
- Change of usage from Personal use to Taxi / Commercial use
- NOC for Commercial to Personal use
- Others, please specify: .

The following documents are to be enclosed with the Application form:

NOC. (mentioned above)				
Issue of Duplicate RC Book	Sign proof self attested	F.I.R Copy	RC copy / Insurance copy	Charges as applicable
Inter-State transfer of registration of Vehicle	Sign proof self attested	New Address Proof-Same to be Self Attested	RC copy / Insurance copy	Charges as applicable
Installation of LPG / CNG Kit	Sign proof self attested	RC copy / Insurance copy	Charges as applicable	
Duplicate Noc	Request Letter format available with us to be signed	Sign proof self attested	RC copy / Insurance copy	Charges as applicable
Revalidation of Noc	Original NOC and Form 35	Sign proof self attested	RC copy / Insurance copy	Charges as applicable
Change of Vehicle Chassis	Letter from Manufacturer/dealer	Sign proof self attested	RC copy / Insurance copy	
Issue of Cheque towards settlement of Insurance Claim in my / our favour	Claim Settlement Letter From Insurance Co.	Sign proof self attested	RC copy / Insurance copy	
Change of usage from Personal use to Taxi / Commercial use	Sign proof self attested	RC copy / Insurance copy	Charges as applicable	
NOC for commercial to personal use	Sign proof self attested	RC copy / Insurance copy	Charges as applicable	

Current Address:
.....

Telephone No.: Mobile No.: Email:
G.S.T Number:

Name and Signature of Customer

Authorization to Bearer	
<p>With regards to my service request as detailed above, I/We , hereby Authorizer Mr./Ms., whose signature is attested below to interact on my/our behalf with the Customer Service Staff to collect deliverables / handover payments as may be required to effect the service as required by Kotak Mahindra Prime Ltd.</p>	
<p>Signature of Borrower.</p>	<p align="center">Name and Signature of Authorised Representative.</p>

Authorization to Customer

SR. No.:

Received application dated.....for issue of Required NOC along with copies of documents detailed above. The NOC required by you is enclosed here with/will be sent to your mailing address on records with us by.

Should you require any further assistance, please write to us at service.carfinance@kotak.com or call us on (022) 67736000 or 18002095732 with complete details like your Loan account no. or your car no.

Name and Signature of Customer Service Representative