

SERVICE REQUEST FORM FOR NOC

Date: Loan A/c No. Customer Name:

Dear Sir / Mam,

I / We hereby request you to issue the deliverable in respect of the vehicle financed.

Purpose of NOC (please tick as applicable)

- | | |
|--|---|
| <input type="checkbox"/> Issue of Duplicate RC Book
<input type="checkbox"/> Inter-State transfer of registration of Vehicle
<input type="checkbox"/> Revalidation of NOC
<input type="checkbox"/> Issue of Cheque towards settlement of Insurance Claim in my /our favour
<input type="checkbox"/> Change of usage from Personal use to Taxi / Commercial use | <input type="checkbox"/> Installation of LPG /CNG Kit
<input type="checkbox"/> Duplicate NOC
<input type="checkbox"/> Change of Vehicle Chassis
<input type="checkbox"/> NOC for Commercial to Personal use
<input type="checkbox"/> Others, please specify:..... |
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The following documents are to be enclosed with the **Application form**:

NOC. (mentioned above)	Document 1	Document 2	Document 3	
Issue of Duplicate RC Book	Self-attested signature proof of the customer	F.I.R Copy	RC copy / Insurance copy	Charges as applicable
Inter-State transfer of registration of Vehicle	Self-attested signature proof of the customer	New Address Proof-Same to be Self Attested	RC copy / Insurance copy	Charges as applicable
Installation of LPG /CNG Kit	Self-attested signature proof of the customer	RC copy / Insurance copy	NIL	Charges as applicable
Duplicate Noc	Self-attested signature proof of the customer	Indemnity bond to be made on Stamp paper	RC copy / Insurance copy	Charges as applicable
Revalidation of Noc	Self-attested signature proof of the customer	Original NOC and Form 35	RC copy / Insurance copy	Charges as applicable
Change of Vehicle Chassis	Self-attested signature proof of the customer	Letter from Manufacturer/dealer	RC copy / Insurance copy	Charges as applicable
Issue of Cheque towards settlement of Insurance Claim in my /our favour	Self-attested signature proof of the customer	Claim Settlement Letter From Insurance Co.	RC copy / Insurance copy	Charges as applicable
Change of usage from Personal use to Taxi / Commercial use	Self-attested signature proof of the customer	RC copy / Insurance copy	NIL	Charges as applicable
NOC for commercial to personal use	Self-attested signature proof of the customer	RC copy / Insurance copy	NIL	Charges as applicable

Current Address:

Telephone No: Mobile No:

Email:

In case the Current Address is different than on records with us, we request you to submit a self-attested Address Proof for same.

Name and Signature of Customer:

Place:

Authorization to Bearer	
With regards to my service request as detailed above, I / We, hereby Authorize Mr./Ms. whose signature is attested below (along with signature proof document of the Bearer) to interact on my / our behalf with the Customer Service Staff to collect NOC /handover payments as may be required to effect the service as required by Kotak Mahindra Prime Ltd.	
Signature of Borrower.	Name and Signature of Authorised Representative.



Acknowledgement

SR. No.

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

Should you require any further assistance, kindly write to us at service.carfinance@kotak.com or call us on (022) 67736000 or 18002095732 with your Loan account no. and we would be happy to assist you.

Name and Signature of Customer Service Representative

Date: