

SDV - Intimation of Loss of Key

Date: _____

To,
The Branch Head

_____ Branch

Dear Sir,

**Re: Intimation about Loss of Key -
Safe Deposit Vault (SDV) Locker No. _____**I / We, Mr./Ms. _____ have to inform you the
key to the captioned Locker rented to me / us has been lost by me / us.I / We, therefore, request you to break open the Locker at my / our costs, risks and consequences. I / We
also request you to get the said Locker fitted with a new lock and issue me / us the new key.I / We authorize you to debit my / our Account No. _____ with an amount of Rs. _____
towards all related charges and costs of breaking open the said Locker and fitting it with a new lock.*

or

I / We hereby tender an amount of Rs. _____ towards all related charges and costs of breaking open the
said Locker and fitting it with a new lock.*

Yours truly,

*Signature(s) – to be signed by all the joint holders.***strike out whichever is not applicable*

FOR OFFICE USE ONLY

Signature(s) Verified by	
Locker Broken / New Key Issued On	

Date: _____

Signature(s) of Bank Officials**DEVELOPMENT CREDIT BANK LTD.**24 Hour Customer Care Centre: 3281 1322 Website: www.dcbi.com Email: customercare@dcbi.com