

INSTRUCTIONS FOR COMPLETING THE *REQUEST FOR REMITTANCE*

This form is an integral part of the entire application form. Before completing the application, please read the following instructions carefully as well as the conditions governing issuance of drafts and wire or mail transfer given on the next page 2 of the *Request for Remittance*.

- 1 Please print clearly
- 2 All fields are to be completed in detail; incomplete information may delay the processing.
- 3 Drafts are issued only in Indian Rupees.
- 4 In payment of this remittance, please send us an Official check or Cashier's check clearly indicating your name as the purchaser thereof, All checks must be made payable to : **STATE BANK OF INDIA (California)**. Personal checks drawn on accounts with other banks are required to be paid by the bank before the remittance can be processed.
- 5 The normal time taken for you to receive the acknowledgement and/or draft is about one week. Transactions involving personal checks will be further delayed in order to clear the check.
- 6 DO NOT remit cash through the mail. Cash up to \$2500 is accepted only in at a State Bank of India (California) branch.
- 7 Payment for this remittance using your credit card would be treated as a Cash Advance by your credit card issuer and additional fees may be assessed. Faxed requests for remittances using a credit card are accepted for amounts up to \$1,000.00
- 8 A PHOTO ID, PREFERABLY YOUR DRIVER'S LICENSE OR PASSPORT, IS REQUIRED FOR ALL TRANSACTIONS.
- 9 A copy of a photo ID must accompany your Request for Remittance when it is sent by mail.



REQUEST FOR REMITTANCE		Type of Transfer → <input type="checkbox"/> Wire Transfer <input type="checkbox"/> Draft
		Type of Currency → <input type="checkbox"/> Indian Rupees <input type="checkbox"/> U. S. Dollars
BENEFICIARY(BNF) OF WIRE OR PAYEE ON DRAFT (PLEASE PRINT LEGIBLY)		REMITTER (PLEASE PRINT LEGIBLY)
Name:		Name:
Address:		Address:
City	Country:	City, State, Zip:
SBI Branch Name:		Phone Number
SBI Branch Code:		Bus/FAX:
		Hm/C-Phone:

SPECIAL INSTRUCTIONS (WIRE MESSAGES):

BENEFICIARY BANK INFORMATION		AMOUNT INFORMATION	
Bank Name:		Rupee Amount:	Rate:
Address:		Wire/Draft No.	Date:
Country:		Draft Re-Validation : \$15.00 →	Charge:
BNF Account Number:		Draft Cancellation: \$25.00 →	Charge:
FORM OF PAYMENT		PURPOSE OF REMITTANCE AND SOURCE OF FUNDS (REQUIRED)	
<input type="checkbox"/> Cash → \$		Purpose of Remittance: (Please provide details)	
<input type="checkbox"/> Debit Account: → \$		Source of Funds :	
A/C#: →		Account # (if applicable)	
<input type="checkbox"/> Cashier's Check → \$		Occupation/Type of Business: (Please provide details)	
<input type="checkbox"/> Check: → \$			
We have held your request for remittance until your check has cleared your bank. Date processed →			

CREDIT CARD AUTHORIZATION: I authorize State Bank of India (California) (the "Bank") to charge my VISA/MC account in accordance with fax instructions received from me. I authorize the Bank to process paper or electronic credit card vouchers without my signature and in lieu thereof use my signature below as the authorization. I will not be required to appear at the Bank to sign the credit card voucher for this transaction. I agree to indemnify, defend and hold the Bank harmless against any losses or costs incurred as a result of action or inaction taken by the Bank in reliance on this Credit Card Authorization. The Bank may, from time to time, either for cause or without cause and with or without notice to me, refrain from honoring one or more requests or instructions made or given by me in my name, or terminate all future authorizations, without liability to me.

Credit Card Number: _____ Exp Date: _____
Signature of Cardholder

I have received and read the Bank's instructions, rules and regulations as well as read the conditions governing the issuance of drafts and wire or mail transfers contained on the reverse side of this application form and hereby agree to be bound by them.

Signature of Remitter _____ Date _____ Social Security Number _____
Driver's License #: _____ EXP _____ DOB _____
State Issued: _____

BANK USE
OFAC Verified By: _____
Completed by: _____
Approved By: _____

CONDITIONS GOVERNING ISSUANCE OF DRAFT

In case this remittance is not paid, the drawer's liability will be conditioned upon surrender of duly endorsed original and duplicates and limited to refunding to the holder the equivalent of the face amount by (a) payment in United States dollars at the drawer's buying rate in Los Angeles, CA at the time of such surrender and refund, for the foreign money in which drawn, or at the drawer's option by (b) forwarding by mail or otherwise, to the drawer or other banking house abroad with which it may then have or establish a sufficient credit in such foreign money instructions to withhold there from an amount equivalent to the face hereof for the account and risk of the holder hereof; and the drawer shall not be otherwise liable herein or for the consideration received here for. References to the foreign money in which this check is drawn shall mean such foreign money, or other foreign money into which it may then be convertible, impressed with restrictions and other characteristics which shall or would have attached to an unearmarked credit balance of the drawer's remaining with the drawee or such other banking house from the date hereof to the time of settlement. Such refund shall be reduced by any loss resulting from failure immediately to forward and promptly present this check (whether or not presentment would otherwise be dispensed with or delay excused) and refund may be withheld pending determination of such loss.

CONDITIONS GOVERNING ISSUANCE OF WIRE OR MAIL TRANSFER

The Bank agrees to send, at the expense and risk of the customer, a message directing payment of foreign funds in the amount and manner indicated. The Bank does not warrant that the transfer of funds will reach the payee. It may make use of any branch or correspondent, agent or sub-agent and shall not be under any liability for any errors, negligence, suspension or default of any of them or for any failure to identify the payee or any mispayment by any of them, nor shall the Bank be under any liability for any errors, mutilations, delays, misdelivery in the transmission of any message in connection with this transaction, whether or not in code or whether by mail, postal service, telegraph, cable, wire, wireless, radio, or otherwise, or for any suspension of any such means of transmission or for any imposition of any censorship, exchange control or other restriction, all such risk being borne by the customer.

In case of a transfer of currency other than the currency of the country to which remittance is made, it shall be payable to the payee in currency of said country at the buying rate of the Bank's branch, or correspondent for exchange of the currency remitted unless the payee arranges with said correspondent for payment in some other form upon paying all charges in connection therewith. In case the funds are not paid to the payee, whatever the reason any liability of the Bank will be connected upon its receipt from the branch or correspondent of confirmation of effective cancellation of the remittance abroad and shall be limited to refunding the amount to be remitted, less expenses, which refund, in the case of transactions relating to the remission of foreign money, shall be made by (a) payment in United States dollars of the Bank's buying rate in Los Angeles, CA, at the time of such funds, for the foreign money to be remitted or at the Bank's option (b) forwarding by mail or otherwise to the Bank's branch or correspondent or other banking houses abroad with which it may then have or establish a sufficient credit in such foreign money instructions to withhold there from an amount equivalent to the amount to be remitted for the account and risk of the person to whom refund is to be made, and the Bank shall not be otherwise liable in connection herewith or for the consideration received by it. References to the foreign money to be remitted shall mean such foreign money into which it may be convertible, impressed with restrictions and other characteristics which shall or would have attached to unearmarked credit balance of the Bank remaining with its correspondent or such other banking house from the date hereof to the time of settlement. Anything hereinbefore to the contrary notwithstanding any refund shall be made in case of mispayment of funds by any correspondent agent or sub-agent, and in case funds for the payment of this transfer have been remitted or made available abroad or otherwise covered, no refund shall be made until relative funds have been returned or otherwise made freely available to the Bank.

- NOTE:**
- a. Information regarding payment of the remittance is not available at this office. We will assist remitters in inquiring about the remittance.
 - b. If wire inquiry is requested, a charge of \$20.00 will be assessed to defray costs.
 - c. In case of wire transfers, other local charges in india may apply.
 - d. Issue of duplicate drafts and cancellation of drafts will be subject to charges as applicable from time to time.
 - e. For further details contact your local State Bank of India (CA) branch.