

**CORPORATE NET BANKING (CORP)–REGISTRATION FORM (RF)**

Branch: .....

Date: .....

**COMPANY / CORPORATE PROFILE**

Company/Corporate Name .....

Client/Customer IDS .....

 Corporate's CIB ID  
*(Mandatory for existing CIB user)* .....

 Preferred CIB ID  
*(new request, subject to availability)* .....

 Mobile No. of the Corporate\*  
*(with country code)* .....

 Email ID of the Corporate\*  
*(in capital letters)* .....

\*Mobile No &amp; Email ID details are mandatory

**ALERTS REGISTRATION/DE-REGISTRATION** *(All Registered Transaction alerts will be sent to Corporate's Mobile/Email mentioned above)*

Request Type	Action Items			
Email Alerts	Register			De-Register
Email Statements	Daily	Monthly	Fortnightly	Monthly
SMS Alerts	Register			De-Register

**CORPORATE TRANSACTION LIMIT\*– PER DAY (?)**

5 lakh	10 lakh	20 lakh	25 lakh	50 lakh	75 lakh
10 lakh	150 lakh	200 lakh	250 lakh	500 lakh	Own Limit, Specify.....

\*Please note that limits allotted to the corporate is at the discretion of the bank and corporate maybe allotted a limit less than the requested limit which may be revised based on the transactions in the account

**CORPORATE USER DETAILS / PROFILE**

Particulars	User 1		User 2		User 3	
Name of the user						
User Category	New user	New user	New user	New user	New user	New user
	Addition for existing	Addition for existing	Addition for existing	Addition for existing	Addition for existing	Addition for existing
	CIB Corporate account	CIB Corporate account	CIB Corporate account	CIB Corporate account	CIB Corporate account	CIB Corporate account
Preferred User ID <i>(Subject to availability)</i>						
Mobile No.^ <i>(with country code)</i>						
Official Email ID^ <i>(in CAPITAL)</i>						
User Profile <i>(Choose 1 only)</i>	Corporate Admin	Corporate Admin	Corporate Admin	Corporate Admin	Corporate Admin	Corporate Admin
	View Only	View Only	View Only	View Only	View Only	View Only
	Maker Only	Maker Only	Maker Only	Maker Only	Maker Only	Maker Only
	Checker Only	Checker Only	Checker Only	Checker Only	Checker Only	Checker Only
	Maker & Checker	Maker & Checker	Maker & Checker	Maker & Checker	Maker & Checker	Maker & Checker
OTP Channels	SMS	Mobi-token	SMS	Mobi-token	SMS	Mobi-token

 ^Mobile No & Email ID should not be same for any of the user. It should be unique. @OTP will be mandated for this user to complete any of the above chosen instance.  
 E.g Financial Txn (maker) means this user will require an OTP to complete entering/posting a financial transaction.

## ACCOUNTS TO BE LINKED / DE-LINKED

Particulars / Details			User 1	User 2	User 3
A/c No 1	Link	Delink	<i>Enter A/c no here</i>	<i>Enter A/c no here</i>	<i>Enter A/c no here</i>
A/c No 2	Link	Delink			
A/c No 3	Link	Delink			
A/c No 4	Link	Delink			
A/c No 5	Link	Delink			
A/c No 6	Link	Delink			

(Attach a separate list duly signed by the authorised signatories if there are more than 7 accounts available and needs to be linked to the users)

## USER TRANSACTION LIMIT (?)

Particulars / Details	User 1	User 2	User 3
Per day (Entry limit)*			
Per Transaction (Entry limit) <sup>s</sup>			
No of Approvals Required <sup>#</sup>			
Single Authorisation Limit <sup>^</sup>			

\*Should be less than or up to the maximum corporate limit only. <sup>s</sup>Should be less than per day limit of the user.

<sup>#</sup>Applicable only if the user is the Maker or Maker & Checker. Max of 3 Approvals Eg. 2 approvals mean 2 Checkers need to approve the transaction posted by this user.

<sup>^</sup> The maximum amount which this user (if Checker/Maker & Checker only) can approve singly without need of further approvals. NA for view/Maker/Admin user.

## TRANSACTION TYPE%

User Details	Permitted Transactions / Payment Options				
User I	3rd party Payments (NEFT/RTGS/IMPS)	Own / within CSB Accounts Transfer	Bulk Upload / Salary Payments	Bill Payments	Service Requests
User II	3rd party Payments (NEFT/RTGS/IMPS)	Own / within CSB Accounts Transfer	Bulk Upload / Salary Payments	Bill Payments	Service Requests
User III	3rd party Payments (NEFT/RTGS/IMPS)	Own / within CSB Accounts Transfer	Bulk Upload / Salary Payments	Bill Payments	Service Requests

\* Bill Payments feature will be soon added to the Net banking portal % Transaction feature will be available for user with appropriate roles only. (Eg View Only user will not be given access to Fund Transfers even if it is chosen here) # Service requests include DD, Chequebook, stop cheque request, Deposit opening & liquidate

## JOINT AUTHORISATION LIMIT – PER DAY (?)

User 1		User 2		User 3		Joint Limit <sup>ss</sup>
Name	Client ID	Name	Client ID	Name	Client ID	

<sup>ss</sup>should be less than or equal to total Corporate transaction limit.

## DECLARATION BY AUTHORISED SIGNATORIES

I / We accept that I / We are empowered by the Board Resolution (or equivalent) dated \_\_\_\_\_ to authorise users to operate accounts mentioned in the application form.

I / We confirm that the details mentioned in the application form are correct and the email ID provided is official.

I / We are aware of the fact that the facility of Corporate Internet Banking is granted solely at our request and that the Bank shall in no way be responsible for any kind of hacking and / or phishing attacks and / or cyber related crime, which may take place or happen in the account during the pendency of the facility and which may result in a loss due to the transfer of the funds from my / our account to the third party's account. I / We are also aware of the fact that while Bank has taken all necessary available precautions the chances of such attacks by third parties cannot be ruled out in any view of the matter the Bank shall stand indemnified from any such claims from our side.

I / We have read and agree to abide by the terms and conditions governing Corporate Internet Banking and understand that any changes to the terms and conditions will be available on the website www.csb.co.in only

I / We have read, understood and hereby agree to the terms and conditions as applicable to the banking services selected by me / us for the operations of my / our Account(s) as set forth on the website www.csb.co.in and that I / we will adhere to all the terms and conditions applicable.

I / we hereby declare that the details furnished above are true and correct to the best of my / our knowledge and belief and I / we undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I / we are aware that I / we may be held liable for it

Particulars	Authorised Signatory	Authorised Signatory	Authorised Signatory
Signature with Seal			
Name			
Designation			

## CERTIFICATION BY BRANCH OFFICIAL / PRINCIPAL OFFICER (for office use only)

I / We hereby confirm that the limits and access assigned to each individual user for transacting through Corporate Internet Banking are in alignment with the Board Resolution or Mandate Letter for operating the account.

The customer has submitted the below documents. We have verified the same and are found in order.

1

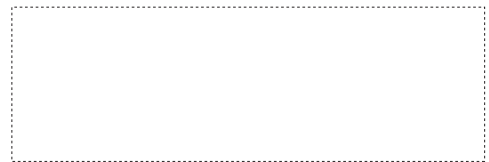
2

3

4

Customer identified, Signature verified and found correct.

Name of Bank Official \_\_\_\_\_  
 Designation \_\_\_\_\_  
 Emp. Code \_\_\_\_\_  
 Date \_\_\_\_\_



Seal & Signature of Bank Official/Principal Officer

## GUIDELINES / POINTS TO BE NOTED

1. Corporate/Company denotes the Customer or organisation holding a Corporate Account with the Bank
2. Corporate User or User denotes the list of users under a Corporate who are authorised to operate the corporate account on behalf of the company/signatories based on the roles and limits defined in the form above. (if there are more than 3 users use another CORP- RF form)
3. CORP- RF can be used for Corporate Net Banking requests – for New & Existing CSB Bank customer
4. CORP- RF can be used for placing below requests for existing Corporate Net banking customer
  - Corporate Transaction Limit Modification
  - Joint Authorisation Limit request/Modification
  - Alerts Registration/De-registration Modification (use CORP RF form or regular CRF)
  - For Corporate account related requests like Mobile no/Email ID change & other requests, continue to use relevant CRF forms
5. CORP- RF captures details of new corporate users (Admin/maker/Checker etc.) and can also be used for placing below requests for an existing corporate user.
  - Modify Transaction Limit
  - Modify Transaction Type
  - For Account linking/delinking requests, you may either user CORP- RF or CORP- CRF, as per the requirement
  - For other Corporate user related requests like forgot user, forgot password, OTP channel change, Mobile no/Email ID change, alerts modifications, Role change & other requests, use CORP- CRF form.
6. For all the requests listed in (4) & (5) above, board resolutions & additional necessary documents (if any) has to be collected
7. Ensure the Corporate account is KYC complied. Use necessary CRF forms to capture and complete KYC before placing Corporate Net banking request.
8. For Corporate users with View only & Maker only roles – CBS client ID is not required. However, basic KYC documents needs to be collected and be available in bank records
9. For Corporate users with Admin rights, Checker only, Maker & Checker roles – CBS Client ID is mandatory. Complete user profile needs to be created in Maarvel. Annex necessary CRF along with the Corporate Net banking request, if the checker profile is not available in Maarvel.

## TERMS AND CONDITIONS

1. I /We undertake to maintain my/our login credentials (user ID, passwords etc.,) as confidential and do not allow unauthorized access to others who are not party to access the corporate account.
2. I/We shall change the passwords periodically. I/We also understand that this facility provided to me/us is not transferable.
3. I/We understand that the bank will not be responsible for the transactions carried out in my/our account using this facility on account of misuse of PIN or otherwise.
4. I/We understand that the bank shall not be responsible for any loss or damage or inconvenience caused to me/us owing to any delays caused because of reasons beyond the control of the Bank such as riot, strikes, civil disobedience, commotion, failure of systems / communication set-up, power supply lines etc.
5. I/We undertake to inform the bank, in writing, immediately of any material changes in the details furnished by me/us such as my/our address, change in phone numbers etc. The bank will not be liable for any direct / indirect consequences arising out of non-intimation of these changes in time by me/us.
7. If my/our above stated account in the bank is closed or transferred or no significant balance is maintained in the account, these services stand withdrawn automatically.
8. The bank is free to levy a service charge, as may be decided by it from time to time, for the service / part of the service extended under these facilities.
9. I/We hereby indemnify the Bank for the loss that the bank may sustain for any reason in its extending these services to me/us.
10. I/We agree that in case of breach of any of the terms and conditions, the bank is at liberty to terminate the above service provided to me/us without any notice. In such case the bank is absolved of direct or indirect liabilities, if any and the bank may sustain for any reason in its extending these services to me/us.
11. The bank is at liberty to modify the terms and conditions of the service at any time without any individual notices to customers. Merely, a notice displayed on Bank's notice board is sufficient and valid intimation to me/us.
12. I/We further understand that the bank may, without assigning any reason, withdraw the whole or some of the components of these facilities.
13. I / we are aware of the fact that the facility of Corporate Internet banking is granted solely at Our request and that the Bank shall in no way be responsible for any kind of hacking and / or phishing attacks and / or cyber related crime, which may take place or happen in the account during the pendency of the facility and which may result in a loss due to the transfer of the funds from my / our account to the third party's account. I / we are also aware of the fact that while Bank has taken all necessary available precaution the chances of such attacks by third parties cannot be ruled out In Any view of the matter the Bank shall stand indemnified from any such claim from our side.