

# BANKING TECHNOLOGY

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**SUBJECT : BANKING TECHNOLOGY**

**Course Code : 20UCO4AC7**

**TOPIC : Opening of Bank Account & it's  
Procedures**

## OPENING BANK ACCOUNT

A bank account is a financial account maintained by a financial institution for a customer from where banking transactions can be performed.

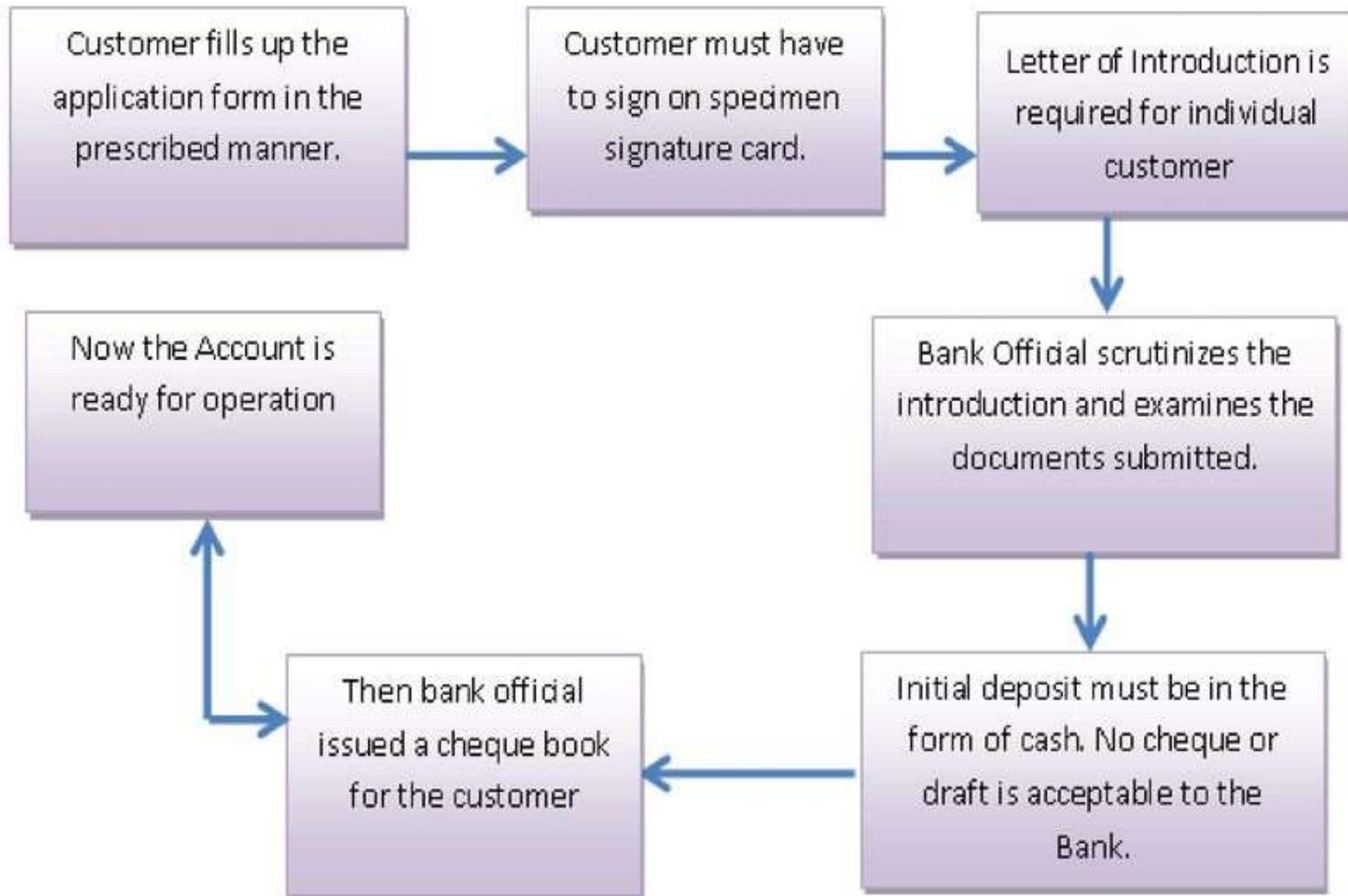
- Current Account
- Saving Account
- Fixed Deposit Account
- Recurring Account

Bank Account

# Procedure for Account Opening in Banks

- Today Banks have emerged as important financial institutions. Banks provide a safe environment and help us manage our financial transactions.
- With the increasing security issues, the importance and use of banks are increasing.
- The government has emphasis for the campaign “**One Household, One Bank Account**”.
- Bank Account can be opened both online and offline.

- Generally, following steps are to be followed for opening the bank account:



- Types of account offered by the bank varies from one to another.
- Generally most of the banks offer 4 types of account: Current, Saving, Fixed Deposit and Recurring Account.
- For instance: Saving Account are suitable for those who want to save the small portion of their earnings in banks to meet their future need.
- So, the choice of bank account is to be done according to their need.

1. Decide the type of Bank account you want to open:

## WHO NEEDS A SAVINGS ACCOUNT?

Whatever you do, wherever you work, you need a Savings Account. It's useful for the following people:



The choice of bank may depend upon the following factors:

- Location of Bank
- Facilities provided by banks
- Interest rates
- Flexibility
- Service time
- Number of branches and ATM center.

2. Choose the bank that is best for you:

- It is wise to check whether you meet all the criteria for opening an account you desire .
- The criteria can be **age, nationality, gender, minimum balance requirement** and so on.

3. Make sure about the eligibility for opening the type of account you want.

## 4.Fill up the Bank Account opening form:

- A form is to be filled up including all the personal and work related information such as **name, address, contact information, services required(e-banking, debit card...),family information, occupation details** and so on.



# Online Account Opening Form of Nabil Bank

← → ↻ [www.nabilbank.com/acc-opening-form/](http://www.nabilbank.com/acc-opening-form/) ☆ [Icons]

## ACCOUNT OPENING FORM (INDIVIDUAL - SINGLE/JOINT)

Please complete all details in CAPITAL letter and strike out the non applicable fields/boxes

Branch Name  Existing Account Number

**Please open my/our account with your bank as follows**

**Your Required Account Type**

Account Type  Saving  Current  Other

Currency

Would you like to open a Minor Account?

Would you like to open a Joint Account?

**Sole Applicant / Joint Applicant (A)**

**Your Information**

Title  First Name  Middle Name  Last Name

Gender  Male  Female  Other

Grandfather's Name  Father's Name

Family Information

Grandfather's Name

Father's Name

Mother's Name

Spouse's Name

Personal Details

Nationality

Citizenship No

Identification document

Citizenship  Passport

Date of Birth

Month  Day  Year

Passport No

Place of issue

Marital Status

Single  Married  Other

Occupation Details

Salaried  Pvt.Ltd  Pub.Ltd  Other

Self Employed  CA  Doctor  Engineer

Retired  Businessman  Other

Contact Information

Home

Office

Fax

Mobile

Email Address

House Number / Block

Tole

Ward Number

Home  
Details

House Number / Block

Toile

Ward Number

City

Country

Nearest Landmark

Number of years at current address

Mailing Address

Permanent Address

(If different from Home Address)

Required for non-resident Customer

Local Contact  
Person

Title

First Name

Middle Name

Last Name

Address

City

Phone Number

Other Services Required

Other Services Required

A. Statement

Frequency

Monthly  Quarterly  Yearly

Statement Print

Nepali Calender  English Calender

Mode of Delivery

Print on Demand  Email

B. Debit Card

Debit Card

Visa  Both (VISA & SCT)

For Sole / Joint Applicant (A)

Yes  No

For Joint Applicant (B)

Yes  No

For Joint Applicant (C)

Yes  No

C. e-Banking

Online Banking

Yes  No

Third Party Fund Transfer Required (Tick one)

Yes  No

Mobile Banking

Yes  No

Third Party Fund Transfer Required (Tick one)

Yes  No

D. Third Party

Account Name

Account Number

Account Name

Account Number

Would you like to add nominee?

No -

Please attach your latest identification document along with photograph

Document One

Choose File

No file chosen

Maximum filesize: 300 KB, Allowed

Extension: jpg, gif, png and pdf

Document Two

Choose File

No file chosen

Maximum filesize: 300 KB, Allowed

Extension: jpg, gif, png and pdf

Document Three

Choose File

No file chosen

Maximum filesize: 300 KB, Allowed

Extension: jpg, gif, png and pdf

Note:

Document 1: Photo ID Latest (Valid One) - MANDATORY

Document 2: Citizenship Certificate / Passport

Document 3: Source of FCY earning certificate - MANDATORY - FCY A/c for Nepalese

Terms and Condition

Please type I Agree after reading all the Terms and Conditions.

to the following [Terms and Conditions](#)

*beginde*

[Not readable? Change](#)

Submit

You can have clarification on any issues regarding your account that you don't understand. Below are some of the questions:

-Is there a monthly fee for maintaining this account?

-Is there a minimum balance that I must keep within this account?

-What is the interest rate of my saving account?

-What is the fee for using an ATM that doesn't belong to this bank?

5. Ask important questions before you finalize your account:

- The duly filled up form must be submitted to the concerned bank with the necessary documents and fees.
- For instance: In case of opening business account of a company one have to submit the documents like copy of Company Registration Certificate, tax certificate, copy of MOA and AOA and so on.

## 6. Submit Bank Account Opening Form and Documents

- After the submission of form by the client, the form is verified by the bank on the basis of information and documents provided.
- The bank checks whether the form is complete in all respects or not.
- If verified, account is opened and if not, then the process is to be revised.

## 7. Verification of form by bank:

- Some of the banks clarify the initial minimum balance requirement but some of the banks provide facility for opening the account in zero balance.
- Cheque or pay in slip book is provided on the date account is opened and extra fee is charged for ATM.

8. Deposit initial amount in newly opened Bank account:

**THANK YOU**