



We understand your world

INTIMATION OF THEFT / TOTAL LOSS OF VEHICLE

No.

TO The Manager
HDFC bank LTD.
Retail Loans Service Centre
Centre

Date ___/___/___.

Sub :- Loan A/c no _____ in the name of _____

Dear Sir,

This is to inform you that vehicle financed by your Bank under the captioned loan agreement has been stolen / met with an accident. Details of the vehicle are as follows:

Table with 4 columns: Make & Model, Engine No., Insurance Company, Registration No., Chassis No., FIR lodged with (Police Station)

The following documents are enclosed with the application form (Please tick whichever applicable):

- Copy of Book with Hypothecation in Bank's favour
Copy of Insurance Policy / Cover note
Copy of FIR Lodged with Police
Copy of letter of Intimation to Insurance company

Current Address : _____

Telephone No.: _____ Mobile : _____ Email :

I/We am / are aware that

- I/We need to continue paying my / our instalment towards above loan and loan would be outstanding in my / our name in Bank's books
In case the insurance settlement amount falls short of the loan closure amount as on the date of receipt of settlement cheque, the balance amount has to be paid be me / us immediately, so as to close the above said loan
In case the insurance settlement amount is higher than the loan closure amount as on date of receipt of settlement cheque, excess amount will be refunded within 15 days of closure of loan.
Penal charges on account of cheque bouncing and late payment will apply in case the EMI cheques are not realised / paid on due dates
All other terms and conditions mentioned in the vehicle loan agreement entered with the bank will continue to be applicable till the loan is fully repaid /settled

(Name and Signature of Customer)

No.

Table with 3 columns: Vehicle detail verified and found correct, Address of the customer verified, Asset Details & PDD details checked in Finnone, Copy of FIR attached, Copy of the duly filled for sent to Local collections Team, Copy of intimation to insurance to Company

Name fo Bank Official
SSNo / Employee

Signature of Bank Official
Date of receipt



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Customer Acknowledgement

No.

We acknowledge your intimation dated _____ for information about the theft / total of the vehicle (details provided below) financed by HDFC BANK LTD vide Loan Account Number _____

Table with 4 columns: Make & Model, Engine No., Registration No, Chassiss No

Notes :

- EMI due on respective due dates needs to be continued to be paid and the loan would be outstanding in your name in Bank's books.
In case the insurance settlement amount falls short of the loan closure amount as on the date of receipt of settlement cheque, the balance amount has to be paid by you immediately, so as to close the above said loan
In case the insurance settlement amount is higher than the loan closure amount as on date of receipt of settlement cheque, excee amount will be refunded within 15 days of closure of loan.
Penal charges on account of cheque bouncing and late payment will apply in case the EMI cheques are not realized in time
All other terms and conditions mentioned in the vehicle loan agreement entered with the bank will continue to be applicable till the loan is fully repaid / settled
No Objection Certificate and Form-35 will be issued to the insurance company after receiving the intimation letter mentioned that claims is settled

Signature and Stamp (along with date) of Receiving Officer