

Conversion form

The Asst General Manager/ Chief Manager/ Branch Manager

State Bank of India

_____Branch

Dear Sir,

SALARY PACKAGE ACCOUNT

REQUEST FOR CONVERSION OF SB ACCOUNT TO SALARY /PENSION PACKAGE ACCOUNT.

I, _____ maintain a Savings Bank account with your branch and the account number is _____. I am presently employed as _____ with _____ (Company / Organization Name). The latest salary slip / joining letter/ service Certificate is enclosed for your reference. I request you to accept it for opening savings account.

In addition, I am enclosing a copy of _____ (any one of Passport, Driving License, Aadhar Card, Voter's Identity Card. Etc. or utility bills such as telephone bill, bank account statement, electricity bill etc.) satisfying the KYC norms as prescribed by your bank / RBI.

2. In this connection I request that my existing account to be converted into a Corporate / State Government / Central Government/ Police / Railway Salary Package with all its special features as per the variant.

3. As regards availing Auto Sweep facility: (Please tick in the appropriate box)

☐ **a.** I do not wish to avail of this facility **OR**

☐ **b.** I request you to convert my account with auto sweep facility.

In case the response **b** is ticked:

☐ I request you to set up auto-sweep facility in the said account, should the balance in my account exceed Rs.50,000/- or above) as at the end of the day **(please tick)**

☐ On weekly basis, each day (e.g., Monday or Tuesday or ...etc), every week.

OR

☐ On monthly basis _____ (e.g. 1st or 2nd or 3rd or etc) of every month beginning from _____ (dd/mm/yy)

☐ I authorise you to transfer the excess amount to a Multi Option Deposit (TD/STD) **(please tick)** for a period of _____ month/ year(s). I understand that this auto sweep will be done for a minimum amount of Rs.15,000/- and in multiples of Rs.5,000/- at any one instance. Further, under the reverse sweep facility for breaking of Multi Option Deposit,

☐ I authorise you to break the Multi Option Deposit by following the principle of **(please tick)** "Last in First Out" OR "First in First Out".

I confirm that I have read and understood the Terms and Conditions of Savings Plus Account. Payment of proceeds, as well as nomination for the term deposits so made would be as per my/ our Savings Plus Account with you, by debit to which the Multi Option Deposits would be created.

I, also understand that in the event of non-credit of salary in the account for last 90 days or more or upon attaining superannuation/termination, resignation etc, I will become ineligible for maintaining salary account with SBI and I authorize the bank to convert my salary account to regular Savings bank account.

Yours faithfully,

(Signature)

Name:

Address:

Email Id:

Place:

Mobile:

Date: