

Customer Service Request Form

Card Type: Credit Card Debit Card Prepaid Card

Cardholder's Name																
Card Number							X	X	X	X	X	X				
Expiry Date																

Please update/change the address & mobile number of my above mentioned Card and send my statement & other correspondents to-

Existing /Old Address:	New / Updated Address:

I would like to request for the followings-

- For limit Enhancement please attach: (1) Latest Salary Certificate/Trade License (2) 3/6 Bank Statement
- Removal of Lien (Please mention your Lien A/C No:
- Standing instruction Cancellation (Please mention your A/C No:
- BDT to USD limit Conversion/ USD to BDT Limit Conversion. Please mention amount.....
- New Card Cheque Book Issuance
- Others (Please Specify):

Closing Request: Please close my Credit Card along with supplementary card (if any) for:

- Dissatisfied with card Limit Dissatisfied with Fees/ Charges Dissatisfied with Service
- Any other reason please mention:

SMS Alert Enrollment: Please enroll my provided mobile no.:

Credit Card Standing Instruction (Auto Debit) Setup:

Please debit my SBL CASA A/C nofor Minimum Amount / Full card Outstanding.

Credit Card E-Statement Enrollment:

Please send my monthly credit card statement at (maximum three E-mail Address)

1. 2. 3.

I hereby agreed of the SBL cards Terms & Conditions of the item mentioned above.

Thanking you.

Existing Signature & Date

Change Signature & Date

For Bank Use Only

Instruction Processed by	
Instruction Checked by	