

Application for Break Open of Locker

Date : _____

From

Contact No. _____

To

The Branch Manager
The Goa Urban Co-Operative Bank Ltd.
_____ Branch

Dear Sir,

I/ We the undersigned Mr/Ms. _____
hirer(s) of Locker No. _____ and Key No. _____ would like to inform you that the
key handed over to me/us has been misplaced and is untraceable.

I/ We hereby request the bank to kindly arrange to break open the said locker and ensure to deposit all
costs/ charges towards the said break open of locker, changing the lock and replacing the lost key.

I/ We also undertake to return the lost key if found anytime in future.

Place:

Date:

Yours faithfully,

Name & Signature _____

Name & Signature _____

===== For Bank use =====

Remarks of Officer/ Manager

Remarks of Chief Officer (Shares & Accounts) :

Remarks of Managing Director:

The break open of Locker application of Mr/ Ms. _____
is sanctioned subject to recovery of all charges towards break open, changing of lock and replacement of
key. Branch Manager is authorized to follow the procedure for break open and engage the services of
authorized technician.

Date :

Place :

MANAGING DIRECTOR