

**TDS REFUND REQUEST FORM**

To,

Date: \_\_\_\_\_

The Branch Manager  
HDB Financial Services Limited,  
\_\_\_\_\_

Dear Sir/Madam,

Loan Account No: \_\_\_\_\_

Product: \_\_\_\_\_

GSTIN (if applicable)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Contact No: \_\_\_\_\_

Email ID: \_\_\_\_\_

I/We have availed a loan vide the above mentioned Loan account no. I/We hereby authorize you to process our below request.

TDS Amount	Assessment Year	PAN No.	TAN No.

I/We hereby authorize you to process our refund request and after adjusting any claims towards, EMI /Charges /Principal Outstanding in the above /any of our other loan accounts, as the case may be.

Loan A/c No	Type of Claim	Amount

I/We hereby also authorize you to process the excess amount (if any), after the aforesaid adjustment, as refund to our account, details of which are given below (copy of cancel cheque enclosed herewith).

Account Name	
Bank Name	
Branch	
A/C No.	
IFSC Code	
UPI ID	

Yours Sincerely,

(Signature of Borrower/Co-Borrower)



For Internal Use \_\_\_\_\_

Date of request to COPS / HO \_\_\_\_\_ PAN No verified as per LMS \_\_\_\_\_

Date of Updation at COPS / HO \_\_\_\_\_ Date of Refund \_\_\_\_\_

Sugar CRM Ticket ID: \_\_\_\_\_

-----Customer Acknowledgment -----

Sugar CRM Ticket ID: \_\_\_\_\_

Customer Name \_\_\_\_\_

Date of Request \_\_\_\_\_

Branch \_\_\_\_\_

Request Type \_\_\_\_\_

HDB Official Name \_\_\_\_\_

Signature \_\_\_\_\_

**\* Processing Time: 15 working days from date of request submission at branch**

VERSION 2.0