

**APPLICATION FORM FOR DAILY-DEPOSIT AGENT(DDA)****(For Individuals)**

Photograph

1.	Location (Village/Town) :	Location :			
		District :			
		State :			
		PIN :			
2.	Full Name (IN BLOCK LETTERS) :				
3.	Father's/Husband's Name :				
4.	Date of Birth :				
5.	Gender (Please Tick) :	Male :	Female :		
6.	Marital Status (Please Tick) :	Married :	Unmarried :		
7.	Education (Please Tick) :	Below Class X :	Class X :		
		Class XII :	Graduate :	Post Graduate & above :	
8.	Permanent Address :	P.O. :	Tehsil :		
		District :			
		State :	Pin :		
9.	Communication Address :				
		P.O. :	Tehsil :		
		District :			
		State :	Pin :		
10.	Telephone No. (with STD Code):	Residence :			
		Office :			
		Mobile :			
11.	E-mail ID, if any :				
12.	Currently Banking with (Bank) :				
13.	Bank Account Number, if any :				
14.	Cheque Facility (Please Tick) :	Available :	Not Available :		
15.	Proof of Name (Please Tick) : (Anyone)	Driving License :	PAN Card :		
		Voter's ID Card :	Passport :		
16.	Proof of address (Please Tick) :	Electricity Bill (Latest) :	NSC (Copy) :		
		Telephone Bill (Latest):	LIC Policy :		
		AADHAR :			
		VOTER'S CARD:			
17.	Present Business / Occupation, If any				
18.	Computer Literacy :	Yes :	No :		
19.	If yes, nature of qualification :				
20.	If you already own a business :	Less than Rs.1000 ____	Rs.1000 – Rs.2500 ____		

	or are working your revenue / income per month is (Please tick the applicable)	Rs.2500 – Rs.4000 ____ Rs.4000 – Rs.6000 ____	More than Rs.6000 ____
21.	Do you have any experience in selling financial products ? If yes, give details.		
22.	Languages known (please write : Fluent / Not so fluent)		
	Language :	Read	Write
	English		
	Hindi		
	Regional Language (specify)		
	Any other (specify)		
23.	No. of years of stay in the town / village		
24.	Do you have any police records ? If yes, give details.		
25.	Names, address and occupation : of two people to whom reference can be made	1)  2)	

I hereby undertake / declare that :

- i) Aforesaid information furnished by me is correct and true to the best of my knowledge and belief and in case found at any stage that the information given by me / us is wrong, my/our engagement as DAILY DEPOSIT AGENT will be cancelled.
- ii) I/We have read the details of the scheme for engagement as DAILY DEPOSIT AGENT in THE SAMASTIPUR DISTRICT CENTRAL CO-OPERATIVE BANK Ltd., eligibility criteria, terms & conditions, scope of the activity and payment of service charges etc.
- iii) In case my/our name(s) is/are considered for appointment as DAILY DEPOSIT AGENT . I/We will/shall sign the Agreement-cum-indemnity with THE SAMASTIPUR DISTRICT CENTRAL CO-OPERATIVE BANK Ltd. as per the draft shown to me/us and abide by the terms of Agreement-cum-indemnity, rules/norms of the scheme.
- iv) I/We fully agree that submission of this application/Bio-data to the Bank shall not be construed as a right for selection and Bank reserves its right to select/ reject the case on merit.

Yours faithfully,

Signature of the applicant :

(Full Name ) : \_\_\_\_\_

Place : \_\_\_\_\_

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

**May be obtained from Sarpanch / Mukhiya / Gazatted Govt. Servant /  
Post Master / Tahsildar / Police Inspector / Govt. Teacher**

This is to certify that Mr./Ms./Mrs. \_\_\_\_\_ has been a resident of

(Complete permanent address)

\_\_\_\_\_

for \_\_\_\_\_ years and holds a good character in the area. His photograph  
is herewith attested and I confirm the same. His date of birth is \_\_\_\_\_.

\_\_\_\_\_

(Signature)

Name :

\_\_\_\_\_

Address :

\_\_\_\_\_

Designation (with seal) :

\_\_\_\_\_

**References : 1)**

I hereby certify that \_\_\_\_\_ has been a resident of \_\_\_\_\_

Village / town of \_\_\_\_\_ district in \_\_\_\_\_ State

of period of \_\_\_\_\_ years and has been known to me for period of \_\_\_\_\_ years.

\_\_\_\_\_  
(Signature with date)

**Name of Referee**

\_\_\_\_\_

**Address :**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Designation / Title :**

\_\_\_\_\_

**References :2)**

I hereby certify that \_\_\_\_\_ has been a resident of \_\_\_\_\_

Village / town of \_\_\_\_\_ district in \_\_\_\_\_ State

of period of \_\_\_\_\_ years and has been known to me for period of \_\_\_\_\_ years.

\_\_\_\_\_

(Signature with date)

**Name of Referee**

\_\_\_\_\_

**Address :**

\_\_\_\_\_  
\_\_\_\_\_

Designation / Title :

\_\_\_\_\_

**For Branch / Office use :**

Branch Manager's Comments and Recommendations (including on verification of antecedents)

Due diligence exercise carried out by \_\_\_\_\_  
on \_\_\_\_\_

Dated : \_\_\_\_\_

We recommend/not recommend the application for approval.

(Name & Signature of Branch Manager)

Seal : ---

**For Head Office use :**

Based on the recommendation of the Branch Manager and after scrutiny of papers the I  
approve/reject engagement of Mr. \_\_\_\_\_ as DDA for \_\_\_\_\_ village  
/Panchayat/Block attached to our Bank's \_\_\_\_\_ Branch.

(Name \_\_\_\_\_)  
Managing Director  
Date : \_\_\_\_\_