



### Top Up Re-application and Transfer of amount Form\*

Policy Number

Policy Holder Name: \_\_\_\_\_

Email Id: \_\_\_\_\_

Mobile Nb\Landline Nb:

Choose any one Option below basis your request

#### Option A

**Top Up re-application**

Amount paid in Rs \_\_\_\_\_

Amount paid date

(DD/MM/YY)

Tick any one option below basis your request

Please apply towards my Premium due within current financial year.

Please refund (specify bank details for NEFT as mentioned below)

Bank account number:

IFSC Code:

Bank Name and address \_\_\_\_\_

Account holder name \_\_\_\_\_

Note: - Kindly attach a cancelled cheque bearing account number and policy holder name or copy of bank passbook

#### Option B

**Transfer of Amount**

S No(A)	(B) From Policy Number	(C) To Policy Number	(D) Amount to be transferred	(E) Reason for transfer
1				
2				
3.				

Note: For transfer of amount to different customer's policy, kindly attach bank statement or proof of payment

**Vernacular Declaration:** Incase policyholder's signatures is in the form of a thumb Impression (left thumb) or in a vernacular language. I hereby declare that I have fully explained the contents of this form to the policy holder and that left thumb expression / signature of the Policy holder has been appended after fully understanding the contents of this form

Name of Declarant: \_\_\_\_\_

Address of Declarant : \_\_\_\_\_

Date & Place : \_\_\_\_\_ Thumb Impression : \_\_\_\_\_

Customer Signature \_\_\_\_\_

Date & Time \_\_\_\_\_

#### TO BE FILLED IN BY MAX LIFE BRANCH OFFICE

Max Life Branch office received date & Time \_\_\_\_\_ Max Life Branch office Stamp -----

Approval attached: Yes  No

\*Completely filled form can be submitted to the nearest General office OR mailed to [service.helpdesk@maxlifeinsurance.com](mailto:service.helpdesk@maxlifeinsurance.com)



**CUSTOMER ACKNOWLEDGEMENT SLIP**

Policy Number 

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Type of request \_\_\_\_\_

Received by \_\_\_\_\_ Date & Time of Receipt \_\_\_\_\_

Employee Code \_\_\_\_\_ Signature \_\_\_\_\_

Max Life Insurance Company: Operation Center, Plot No. 90A, Sector 18, Udyog Vihar, Gurgaon (Haryana) – 122015