

Important Message regarding alterations on Cheque leaf

RBI Circular through its circular DPSS.CO.CHD. No. 1832/01.07.05/ 2009-10 dated 22nd February 2010. has prohibited alterations and corrections on cheques.

As per this circular, no changes / corrections should be carried out on the cheques (other than for date validation purposes, if required). For any change in the payee's name, courtesy amount (amount in figures) or legal amount (amount in words), etc., fresh cheque forms should be used by customers. This would help banks to identify and control fraudulent alterations.

On the basis of above guidelines branch / clearing teams can return cheques which have any alteration in the

Payee Name

Amount in numbers

Amount in words

The only alteration which is allowed is the alteration in the date.

The above change will be incorporated by change in the Terms and Conditions on the chequebook

Customers are requested to kindly adhere to revised guidelines as laid down by RBI & refrain from carrying out any sort of alteration on cheques issued.