



**FORMAT TO BE SUBMITTED BY CUSTOMER ON ACCOUNT OF LATE SUBMISSION OF CONTRACT NOTES**

**To,  
Axis Bank Limited  
PIS operation Team  
Central Processing Unit  
Mumbai.**

**Sub: Late submission of contract notes**

I \_\_\_\_\_(Name) holding PIS account with your Bank would like to inform that my broker Name \_\_\_\_\_ holding the Letter of Authority for the above mentioned PIS account has delayed in submitting the following contract note/s to Axis Bank.

Sr No	PIS Account Number	Trade Date	Contract Note Number

I request Axis Bank to consider the abovementioned contract notes for reporting to Reserve Bank of India [RBI] as per the extant guidelines laid down under Foreign Exchange Management Act (FEMA). Any violation of FEMA regulations / Regulatory Guidelines on account of late submission of contract notes by the broker would be undertaken by me. I am aware that, as per the RBI guidelines the onus for submission of the contract notes for reporting is on me. Therefore, I hereby state that, I shall not hold the Bank responsible for any loss on account of late reporting of trade contract note/s by me.

In case, It is found that the actual tax payable, has either not been deducted or has not been paid in full, I undertake to pay the said amount of tax along with interest found due in accordance with the provision of the income-tax Act. I will also be subject to the provisions of penalty and prosecution for the said default as per the income-tax act.

Further, if I would require Bank to remit the tax on additional capital gain and penalty thereon, I also undertake to submit the requisite documents as per the provisions of Income tax act and shall authorise Bank to debit the amount so determined from the above mentioned PIS Account for remittance to Government Treasury.

In case of refund, I shall file income tax returns based on the Form 26AS issued by the Bank

**(Customer's Name & Signature)**

**Date:**

**Place:**