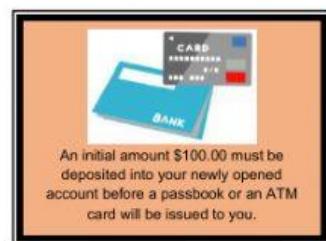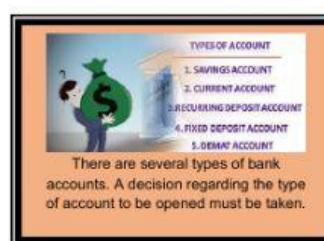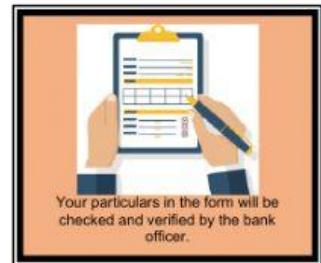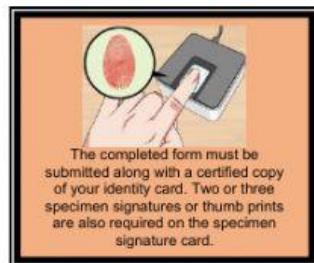# PROCESSES AND PROCEDURES

Skill : Rearrange the sequence of a process presented in non-linear form.

Name :	
ID Number :	

Instruction:- Below is a series of pictures describing an account opening process. Nevertheless, they are not arranged in the correct order. Drag and drop the pictures into the correct boxes.

The completed form must be submitted along with a certified copy of your identity card. Two or three specimen signatures or thumb prints are also required on the specimen signature card.

BANK ACCOUNT OPENING FORM

An Account Opening Form is taken from a bank officer.

Your particulars in the form will be checked and verified by the bank officer.

The form must be duly filled in all respects with necessary details such as name, address, and occupation.

TYPES OF ACCOUNT
1. SAVINGS ACCOUNT
2. CURRENT ACCOUNT
3. RECURRING DEPOSIT ACCOUNT
4. FIXED DEPOSIT ACCOUNT
5. DEMAT ACCOUNT

There are several types of bank accounts. A decision regarding the type of account to be opened must be taken.

CARD
BANK

An initial amount $100.00 must be deposited into your newly opened account before a passbook or an ATM card will be issued to you.

An Account Opening Process