

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

To,  
**KOTAK LIFE INSURANCE**

Subject: **Adjustment of Premium from Lumpsum Injection/Top Up**

Dear Sir/Madam,

I have a Lumpsum Injection/Top Up Account with Kotak Life Insurance. I would like to pay my premium from my Lumpsum Injection/Top Up Account. If there is any shortfall then the same will be paid by me via cash/cheque.

Kindly adjust my premium from my Lumpsum Injection/Top Up Account. The details about my policy are mentioned below:

<b>Policy Number</b>	
<b>Name of Policy Holder</b>	
<b>Premium Due Date</b>	
<b>Premium Amount*</b>	
<b>Name of Plan</b>	

Please do the needful as early as possible.

Thanking you,

(Signature)

Note: In case the policy is assigned, please ensure that this form is signed by the Assignee

<b>FOR BRANCH OFFICE USE ONLY</b>			
Branch Name		Mode of Receipt	
Time of Receipt		Date of Receipt	

**Name & Signature of Coordinator**

**Kindly Note:**

1. Please fax Adjustment of premium from LSI/Top Up form on 022-66200554. If faxed on any other number then we will not be responsible for delay in processing.
2. Requests received before 3 pm will be processed on the same day and requests received after 3 pm / non-working day will be processed on the next working day.

**\*If Policy is in Lapse/ACM/ANM mode revival charges will be deducted accordingly.**