

HOW IT WORKS ?

Steps to Apply for Over Draft (OD)

1. Check Eligibility:

Confirm if you are eligible for an OD facility by checking the bank's criteria, which may include factors such as income, credit history, and existing bank account status.

2. Gather Required Documents:

Prepare the necessary documents, which usually include:

- **Proof of identity (e.g., Aadhar Card, Passport).**
- **Bank statements for the last 6 months.**
- **Proof of income (e.g., salary slips, income tax returns).**
- **Proof of business registration, if applicable.**

3. Visit the Bank:

Go to your bank's branch where you have your account. You may also be able to apply online through the bank's website or mobile app.

4. Fill Out the Application Form:

Request an application form for the Over Draft facility. Fill in the required details accurately.

5. Submit the Application:

Submit the completed application form along with the required documents to the bank's representative or upload them online if applying digitally.

6. Wait for Processing:

After submission, the bank will review your application and documents. They may conduct a background check and assess your creditworthiness.

7. Approval Notification:

If approved, you will receive a notification regarding your Over Draft limit and terms. Make sure to read the terms and conditions carefully.

8. Activate the Facility:

Follow the bank's instructions to activate the Over Draft facility, which may involve signing additional documents.

9. Manage Your Over Draft:

Once activated, you can start using your Over Draft facility as per your needs, but be sure to monitor your account and manage repayments to avoid high fees.

Tips:

- **Compare Offers:** Before applying, compare OD facilities offered by different banks to find the best terms.
- **Understand Fees:** Be aware of any fees associated with the Over Draft facility, including interest rates and service charges.
- **Repayment Plan:** Have a clear plan for how you will manage repayments to avoid falling into debt.