01-ATM Card Applications Issued

Sr. No.	Date	Name	Address	A/C No.	Issued by	Received on	OFF Sign.	Remark

02-ATM Card Application Inward Register

Sr. No.	Inward No.	Date	A/C No.	Name	Address	Sent to HO on	OFF. Sign.	
							1	2

03-ATM Cards received from HO

Send to HO		Received from HO		Balance applications	Rejected	Pending
Date	No. of applications sent	Date	No. of cards received			

04-ATM Card Issued / Duplicate Card issued Register

Sr. No.	Issue date	ATM Card No.	A/C No.	Name	OFF Sign.		Customer Sign.	Inward No.
					1	2		

05-ATM Complaint Register

Date	ATM Card No.	A/C No.	Name	Nature of Complaint	Action taken	OFF Sign.	
						1	2

06-ATM Card Lost / Stolen / Pin Forgotten

Sr. No.	Date	ATM Card No.	A/C No.	Name	Reason	OFF Sign.		Action taken
						1	2	

07-ATM Hot Card Register

Date	ATM Card No.	A/C No.	Name	Reason	OFF Sign.		Action taken
					1	2	

08-ATM Cash Balance Register

Date	Cash: Retention Limit Rs.			OFF Sign.	
	Deposit	Payment	Closing Balance	1	2

09-ATM Daily Transactions Register

Date	On Line		OFF Line		Deposits by customers					
	A/C	Rs.	A/C	Rs.	Cash		Cheque		Total	
					A/C	Rs.	A/C	Rs.	A/C	Rs.

10-ATM Deposit Register

Sr. No.	Date	Time	ATM Packet No.	ATM Card No.	A/C No.	Name	Cash Rs.	Cheque Rs.	OFF Sign.	
									1	2

11-ATM Suggestions Register

Date	ATM Card No.	A/C No.	Name	Suggestion	Action	OFF Sign.	
						1	2

12-ATM Break down / Failure Register

Sr. No.	Date	Complaint No.	Complaint	Down From	Down To	Complaint given by	Solved on	OFF Sign.	
								1	2