

**American Life Insurance Company**  
**Authorization form for MetLife Premium payment through EFT Debit**

**Section 1 : To be filled by the Bank Account Holder(s)**

Policy Owner Details	
Name of the Policy Owner :	
Policy Number : <input type="text"/>	Premium Amount : Tk. <input type="text"/>
Premium Payment Frequency : <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Half-Yearly <input type="checkbox"/> Annually	
EFT Debit Starts On : <input type="text"/>	EFT Debit Ends On : <input type="text"/>
Bank Account Holder(s) Details	
Name(s) of the Bank Account Holder(s) :	
Bank Account Number : <input type="text"/>	
Bank Name :	Account Holder's Mobile/Telephone No :
Branch Name :	Account Holder's E-mail :
Account Holder's Mailing Address :	Relationship with Policy Owner : <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Children <input type="checkbox"/> Others (specify) _____
<p>I/We hereby authorize <b>American Life Insurance Company</b> to initiate Electronic Fund Transfer (EFT) Debit transactions to collect premium of above mentioned insurance policy. I am/ We are fully aware that these EFT transactions will be posted to the bank account mentioned in this form. I/We confirm having read and agreed to the terms and conditions <b>overleaf</b>.</p> <p>I/We authorize the Bank as mentioned above to provide the information in section 2 of this form to American Life Insurance Company.</p>	
<div style="border: 1px solid black; padding: 2px; display: inline-block;">                     I/We have attached photocopy of a MICR cheque leaf                 </div>	X _____ <b>Signature of the Account holder(s)</b>
[ This form cannot be processed without Signature(s) of the Account Holder(s) in both sides of this form ]	

**Section 2 : To be filled by Bank**

Bank Name :	
Branch Name :	Routing Number : <input type="text"/>
Branch Mailing Address :	Branch Telephone Number :
We confirm information of the Account Holder(s) mentioned above and also confirm that, the bank account number provided above is correct and is maintained with our bank  X <div style="border: 1px solid black; padding: 5px; display: inline-block; text-align: center;">                         Bank's Seal                     </div>	
X _____ <b>Signature of the Authorized Bank Official</b>	
[ This form cannot be processed without Bank's Seal and Signature of the Authorized Bank Official ]	
Name of the Authorized Person of the Bank :	
Mobile Number :	Date : <input type="text"/>

**Section 3 : To be filled by MetLife**

Sequence Number : <input type="text"/>	<input type="text"/>
Verified for MetLife by : <input type="text"/>	Date : <input type="text"/>



## Terms and Conditions for MetLife Premium payment through EFT Debit

1. Transactions under this Authorization will be subject to the BEFTN Operating Rules of Bangladesh Bank, as applicable from time to time. The laws of Bangladesh shall govern the following Terms and Conditions.
2. EFT Debit facility for MetLife Premium payment can be availed after the policy is accepted and is in force. Payments other than premium or arrears of premiums cannot be paid through EFT Debit.
3. This Authorization Form must be sent in original to MetLife. Facsimile or photocopies are not acceptable. A Photocopy of the MICR cheque leaf should be attached with this Form so that MetLife can record the Bank Account details accurately.
4. i) The Authorization is accepted subject to (a) matching of the bank account details with the bank's records, (b) verification of signature(s) of accountholder(s) by the bank, (c) availability of funds in the mentioned account and (d) acceptance of payment by MetLife subject to the terms and conditions of the policy.  
  
ii) Bank verification, as stated above, may not be required subject to (a) Policy Owner or Payor of the Policy is the account holder him/herself; (b) Signature of the Bank Account holder matches with that of the Policy Application Form; and (c) a Photocopy of the MICR cheque leaf is attached with this Form.
5. This Authorization Form must reach MetLife Office at MetLife Building, 18-20 Motijheel C.A. Dhaka-1000 at least thirty (30) days before the date on which it is to be activated. If the payment instruction date falls on a Weekend or a Public Holiday, the same may be effective on the next Banking day.
6. This instruction shall remain in full force and effect until otherwise advised in writing by the accountholder and such advice should be communicated to MetLife and received by MetLife at least thirty (30) days before the next payment is due. Any such amendments/cancellations will not release the accountholder from the liability to the Bank arising on account of the Bank having executed the instruction before receipt of such amendments/cancellations.
7. Policy Owner should ensure that sufficient funds are available in the bank account at the time of debit date and this Authorization is not dishonoured. Sometimes it is possible that due to some technical or other reason premium is not debited on the debit date and is delayed by few days. Please ensure the availability of funds for at least seven (7) days after debit date to avoid dishonours. MetLife will not be responsible for any dishonour raised by the bank and any dispute regarding same should be taken up with the bank only.
8. In case this Authorization is dishonored by the bank due to insufficient fund or uncollected fund, MetLife shall reinitiate once. But if the authorization is dishonored again, Premium for the due date(s) of these dishonored EFT debit has to be paid in cash or cheque by the Policy Owner. Any issue regarding dishonour of this Authorization needs to be taken up with the bank only.
9. If an Authorization is dishonored subsequently for six (6) months, the Pre-authorized EFT Debit shall be disabled as per Company's discretion. To enable EFT Debit advice, Policy Owner requires to submit a Duly completed Fresh EFT Debit Authorization Form to MetLife.
10. Any queries, questions, comments etc. with regard to MetLife and payment amount will have to be raised to MetLife and payments to the Bank with regard to the settlement of amounts paid in this regard are committed and not deferrable for any reason whatsoever. The transaction appearing on the account statement will be the proof of payment.
11. Under this instruction, the accountholder cannot dispute regarding the payment to MetLife debited from his/her Bank account. If any excess or less than the correct amount is debited, the Policyholder will have to contact MetLife for clarification. Any type of refund from MetLife on account of this instruction will be settled by MetLife to its Policyholder.
12. No premium receipt will be issued by the MetLife for EFT Debit payments. An annual Statement or Certificate of Premium Payment, as applicable may be obtained from MetLife Offices upon written request of the Policy Owner. Please contact MetLife Office at MetLife Building, 18-20 Motijheel C.A. Dhaka-1000 or at Phone no. 09666716344 / 16344 if you need any information of your premium payment

**I/We confirm having read and agreed to the terms and conditions as mentioned above.**

X \_\_\_\_\_  
**Signature of the Account holder(s)**

**[ This form cannot be processed without Signature(s) of the Account holder(s) in both sides of this form ]**