

KNOW YOUR CUSTOMER (KYC) FORM
STRICTLY CONFIDENTIAL

<u>S.No.</u>	<u>Particulars</u>	<u>Details</u>
1	Full Name of the Customer	_____
2	Legal Status	<input type="checkbox"/> Individual <input type="checkbox"/> Company <input type="checkbox"/> Partnership <input type="checkbox"/> Others _____
3	Permanent Address	_____ _____ _____
4	Business/Trading Address	_____ _____ _____
5	ID No./CR No./Registration No.	_____
6	Purpose and Nature of Transaction to be undertaken	_____
7	In case of Individual	
(i)	Nationality	_____
(ii)	Occupation or Profession	_____
(iii)	Name of Establishment or Employer	_____
(iv)	Location of activity	_____
(v)	Is the Individual a Politically Important Person (PEP)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
8	In case of Others	
(i)	City & Country of Incorporation	_____
9	Date of Birth / Incorporation	_____
10	What is the principal business/activity of the Customer?	_____

11 **Is the Customer acting on behalf of another Person ?** YES NO
 If Yes,

(i) Name of Beneficial Owner _____

(ii) ID No./CR No./Registration No. _____

(iii) Domicile Country _____

(iv) If Beneficial Owner is an Individual, then

a) Nationality _____

b) Is the Individual a Politically Important Person (PEP)? YES NO

12 Regulatory Status Independent Regulator Non-Independent Regulator
 Unregulated

13 Name of Regulator (if any) _____

14 Name of Stock Exchange(if Listed) _____

15 If a Holding company, name of any other subsidiaries/branches/associated companies _____

16 If not, Group Company (if any) _____

17 If business activities are conducted in more than one country, please indicate names of all countries _____

18 Bank Details _____

19 **Contact Details of Customer**

(i) Contact Person _____

(ii) Tel & Fax _____

(iii) E-mail/website _____

(iv) Contact details of Compliance Officer (if any) _____

20 Copies* of Customer Identification Documents

Please submit the documents and tick(✓) against the documents attached

- (i) **Individual:-** ID Card/Passport/Driving License(DL) Proof of Domicile Country**
- (ii) **Company:-** Company Registration (CR) List & Passport copies of Authorised Signatories
 List of Major Shareholders List & Proof of Domicile Country** of Directors
Major Shareholders:-Shareholders who, directly or indirectly, owns or controls more than5% of the shares or voting rights
- (iii) **Partnership:-** Certificate of Registration Partnership Deed
 List & Passport copies of Authorised Signatories List & Proof of Domicile Country** of Partners
- (iv) **Trust:-** Certificate of Registration Trust Deed List & Passport copies of Settlor,Trustees,Protector
 List & Passport copies of Authorised Signatories List of Major Beneficiaries
Major Beneficiaries:-Beneficiary who is to receive atleast 25% of the funds of the Trust
- (v) **Any other Legal Person:-** Registration Document List & Passport copies of Authorised Signatories
 List of the Individuals/Entities who ultimately owns, or exercises effective control over such person

Declaration

I/We hereby confirm that the above information provided to you is true and correct to the best of our knowledge. I/We acknowledge that if the information provided is found to be false or misleading then the business relationship may be annulled anytime at your discretion. I/We hereby agree to provide any additional information/documentation that may be required.

Date:- _____

Signature of Authorised Signatory

*Certified copies of documents clearly signed, stamped and dated by any of the following:-

- (1) A representative of an embassy, consulate or high commission of the country; or (2) A lawyer or attorney; or
 (3) A notary public or commissioner of oaths; or (4) A chartered or certified accountant.

The date of signatory should not be older than 3 months.

Copies of certified copies is not acceptable.

**Any document to show the residential address like utility bill, tenancy agreement,etc.