Know Your Client (KY								
Application Form (For	r Individuals only)							
(Please fill the form in English an Fields marked with '*' are manda								
rields marked with are manda	tory fields KYC Type* Normal (PAN is mandatory) PAN Exempt Investors (Refer instruction K)							
1. Identity Details (Please refer instruction A at the end)								
PAN	Please enclose a duly attested copy of your PAN Card							
Name* (same as ID proof)	Prefix First Name Middle Name Last Name							
Maiden Name (If any*)								
Father / Spouse Name*								
Mother Name*								
Date of Birth*	$\begin{bmatrix} D & D \end{bmatrix} - \begin{bmatrix} M & M \end{bmatrix} - \begin{bmatrix} Y & Y & Y \end{bmatrix} $							
Gender*	M- Male F- Female T-Transgender							
Marital Status*	Married Unmarried Others							
Citizenship*	IN- Indian Others - Country Country Code							
Residential Status*	Resident Individual Non Resident Indian							
	Foreign National Person of Indian Origin							
Occupation Type*	S-Service Private Sector Public Sector Government Sector O-Others Professional Self Employed Retired Housewife Student							
	B-Business X-Not Categorised							
2. Proof of Identity (Pol)* (for	or PAN exempt Investor or if PAN card copy not provided) (Please refer instruction C & K at the end)							
	he following Proof of Identity [Pol] needs to be submitted)							
🗌 A- Passport Number	Passport Expiry Date D M - Y Y							
🗌 B- Voter ID Card								
D- Driving Licence	Driving Licence Expiry Date D D - M M - Y Y Y							
🗌 E- Aadhaar Card								
F- NREGA Job Card								
□ Z- Others (any docume	nt notified by the central government)							
3. Proof of Address (PoA)*								
-	/ Overseas Address Details (Please see instruction D at the end)							
Address								
Line 1*								
Line 2	City / Town / Village*							
District*								
State/UT*	Country* Cou							
	esidential / Business							
Proof of Address*	of the following Proof of Address [PoA] needs to be submitted)							
Passport Number	Passport Expiry Date DD - MM - YYYY							
□ Voter ID Card								
Driving Licence	Driving Licence Expiry Date D D - M M - Y Y Y							
Aadhaar Card								
NREGA Job Card								
Others (any document)	notified by the central government)							
3.2 Correspondence / Lo	cal Address Details* (Please see instruction E at the end)							
Same as Current / Perma	nent / Overseas Address details (In case of multiple correspondence / local addresses, please fill 'Annexure A1', Submit relevant documentary proof)							
Line 1*								
Line 2								
Line 3	City / Town / Village*							
District*	Zip / Post Code* State/UT Code as per Indian Motor Vehicle Act, 1988							
State/UT*	Country* Country* Country Code as per ISO 3166							

4. Contact Details (All	communica	tions will be	sent on	provide	ed Mo	bile n	o. / En	nail-ID)	(Pleas	se refe	r instru	ction	F at	the e	end)								
Email ID																	Τ						\square
Mobile			Tel.	. (Off)			-				Tel. (Res)				·							
5. FATCA/CRS Inform	ation (Tick i	f Applicable	e)	R	Reside	ence fo	or Tax	Purpos	ses in .	Jurisdi	ction(s)	Out	side lı	ndia	(Plea	ase r	efer	instr	uctio	n B :	at the	end)	
Additional Details Re	equired* (M	andatory o	nly if at	pove op	otion	(5) is	tickec	4)															
Country of Jurisdiction	on of Resid	ence*						Cou	ntry C	ode c	of Juris	dicti	on of	Re	sider	ice [as	per IS	SO 3	166		
Tax Identification Nu	mber or eq	uivalent (If	issued	by juri	sdicti	on)*																	
Place / City of Birth*					Co	ountry	of Bi	rth*							_ Co	ountr	y C	ode		a	as per	ISO 31	66
Address Line 1*																							
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Line 2	++++		$\left \right $		+	_	\vdash	$\left \cdot \right $	$\left - \right $	++	++						•	+	+	+	+		+
Line 3			7:-	/ Deet		*	\vdash	\vdash	\vdash			_	ty / T			nage T	; [
District*				/ Post	Code						State	e/UT	Code) 		_						ct, 198	
State/UT*						С	ountry	*							C	Coun	try	Code	; 🗌		as pe	ISO 3	166
6. Details of Related F	Person (Opti	onal) (plea	se refer i	instructi	ion G	at the	end) ((in case	e of ad	ditiona	l relate	d pe	rsons	, ple	ease f	ill 'Ar	nnex	ure I	31')				
Related Person	🗌 De	eletion of Re	elated Pe	erson		KYC	Numb	er of R	elated	Perso	n (if av	ailab	le*)										
Related Person Type*	🗌 Gu	ardian of M	linor			Assigr	nee		[Auth	norized	Repr	resent	tativ	е								
Nomo*	Pref			First Nar	ne I I					Middle	Name							Las	t Nan	ne I I			٦
Name*	(If KY	C number and	d name a	re provid	ed, bel	low det	ails of s	ection 6	are op	tional)													
Proof of Identity [P				•					,	,													
(Certified copy of <u>any or</u>		wing Proof o	of Identity	/[Pol] ne —	eds t	o be sı	ıbmitte	d)								_	_	_		_			
A- Passport Numb	er			<u> </u>		_				Pas	sport E	Expir	y Dat	te		D	D	M	M	Y	Y	Y	
B- Voter ID Card				+																			
C- PAN Card			+++	+									_			_	_	_		_			
D- Driving Licence			+++							Driv	ing Lic	cenco	e Exp	ory	Date	D	D	M	M	Y	Y	Y	
E- Aadhaar Card	. - -		+++	+ $+$																			
F- NREGA Job Car											1						_						
Z- Others (any doc	ument notif	led by the	central	govern	imen	0					liden	tifica	ation	nun	nber				_				
7. Remarks (If any)																							
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9 Applicant Declarat												1 1											
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legislation or any notificationI hereby consent to receiving						•			number/	email ac	ldress.						signa	lure / I	humbl	Impre	ssionj		
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9. Attestation / For Of	fice Use Or	nly														•							
Documents Recei		-																					
KYC Ve	erification Car	ried Out by	(Refer Ins	struction	I)								Inst	tituti	on De	tails							
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Instructions/Guidelines for filling Individual KYC Application Form

General Instructions:

1. Self-Certification of documents is mandatory.

- 2. KYC number of applicant is mandatory for update/change of KYC details.
- 3. For particular section update, please tick (🗸) in the box available before the section number and strike off the sections not required to be updated.
- 4. Copies of all documents that are submitted need to be compulsorily self-attested by the applicant and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per the list mentioned under [I].
 5. If any product of identity and does is in a factor because the translation into a factor because the translation into a factor because the translation is a factor because the translation into a factor because the translation is a factor beca
- 5. If any proof of identity or address is in a foreign language, then translation into English is required.
- 6. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
- 7. If correspondence & permanent addresses are different, then proofs for both have to be submitted.
- 8. Sole proprietor must make the application in his individual name & capacity.
- 9. For non-residents and foreign nationals, (allowed to trade subject to RBI and FEMA guidelines), copy of passport/PIOCard/OCICard and overseas address proof is mandatory.
- 10. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
- 11. For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board/ Passport of Minor/Birth Certificate must be provided.

A. Clarification / Guidelines on filling 'Identity Details' section

- 1. Name: Please state the name with Prefix (Mr/Mrs/Ms/Dr/etc.). The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.
- 2. Either father's name or spouse's name is to be mandatorily furnished. In case PAN is not available father's name is mandatory.

B. Clarification/Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India

1. Tax identification Number (TIN): TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a "Functional equivalent"), the same may be reported. Examples of that type of number for individual include, a social security/ insurance number, citizen/personal identification/services code/number, and resident registration number)

C. Clarification / Guidelines on filling 'Proof of Identity [Pol]' section, if PAN Card copy is not enclosed/For PAN exempt Investors

- 1. If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.
- 2. Mention identification / reference number if 'Z Others (any document notified by the central government)' is ticked.
- Others Identity card with applicant's photograph issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.
- 4. Letter issued by a gazetted officer, with a duly attested photograph of the person.

D. Clarification / Guidelines on filling 'Proof of Address [PoA] section

- 1. PoA to be submitted only if the submitted Pol does not have an address or address as per Pol is invalid or not in force.
- 2. State / U.T Code and Pin / Post Code will not be mandatory for Overseas addresses.
- 3. Others includes Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill); Bank account or Post Office savings bank account statement; Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India; Identity card with applicant's photograph and address issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.

E. Clarification / Guidelines on filling 'Proof of Address [PoA] - Correspondence / Local Address details' section

- 1. To be filled only in case the PoA is not the local address or address where the customer is currently residing. No separate PoA is required to be submitted.
- 2. In case of multiple correspondence / local addresses, Please fill 'Annexure A1'
- 3. Others includes Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill); Bank account or Post Office savings bank account statement; Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India; Identity card with applicant's photograph and address issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.

F. Clarification / Guidelines on filling 'Contact details' section

- 1. Please mention two- digit country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-9999999999).
- 2. Do not add '0' in the beginning of Mobile number.

G. Clarification / Guidelines on filling 'Related Person details' section

1. Provide KYC number of related person if available.

H. Clarification / Guidelines on filling 'Related Person details - Proof of Identity [Pol] of Related Person' section

1. Mention identification / reference number if 'Z- Others (any document notified by the central government)' is ticked.

I. List of people authorized to attest the documents after verification with the originals:

- 1. Authorised officials of Asset Management Companies (AMC).
- 2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
- 3. KYD compliant mutual fund distributors.
- 4. Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
- In case of NRIs, authorized officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, Indian Embassy/ Consulate General in the country where the client resides are permitted to attest the documents.

6. Government authorised officials who are empowered to issue Apostille Certificates.

- J. List of people authorized to perform In Person Verification (IPV):
 - 1. Authorised officials of Asset Management Companies (AMC).
 - 2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
 - 3. KYD compliant mutual fund distributors.
 - 4. Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (for investors investing directly).
 - 5. In case of NRI applicants, a person permitted to attest documents, may also conduct the In Person Verification and confirm this in the KYC Form.

K. PAN Exempt Investor Category

- 1. Investments (including SIPs), in Mutual Fund schemes up to INR 50,000/- per investor per year per Mutual Fund.
- 2. Transactions undertaken on behalf of Central/State Government, by officials appointed by Courts, e.g., Official liquidator, Court receiver, etc.
- 3. Investors residing in the state of Sikkim.
- 4. UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India.

List of Two-Digit state / U.T Codes as per Indian Motor Vehicle Act, 1988

State / U.T	Code	State / U.T	Code	State / U.T	Code
Andaman & Nicobar	AN	Himachal Pradesh	HP	Pondicherry	PY
Andhra Pradesh	AP	Jammu & Kashmir	JK	Punjab	PB
Arunachal Pradesh	AR	Jharkhand	JH	Rajasthan	RJ
Assam	AS	Karnataka	KA	Sikkim	SK
Bihar	BR	Kerala	KL	TamilNadu	TN
Chandigarh	СН	Lakshadweep	LD	Telangana	TS
Chattisgarh	CG	Madhya Pradesh	MP	Tripura	TR
Dadra and Nagar Haveli	DN	Maharashtra	MH	Uttar Pradesh	UP
Daman & Diu	DD	Manipur	MN	Uttarakhand	UA
Delhi	DL	Meghalaya	ML	WestBengal	WB
Goa	GA	Mizoram	MZ	Other	XX
Gujarat	GJ	Nagaland	NL		
Haryana	HR	Orissa	OR		

List of ISO 3166 Two-Digit Country Code

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Annexure A1 – Addition/Modification/Change of Address – Correspondence/Local Address	CAMSKRA						
Fields marked with '*' are mandatory fields. Please fill the form in English and in BLOCK letters.	KYC Services						
For office use only Application Type* New Update/Change (To be filled by financial institution) KYC Number (Mandatory for KY)	′C update request)						
1. Correspondence / Local Address Details (Please see instruction E at the end) Enclose relevant documentary proof							
Same as Current / Permanent / Overseas Address details							
Line 1* Line 2 Line 3 District* State/UT Country*	as per Indian Motor Vehicle Act, 1988 Country Code as per ISO 3166						
 3. Applicant Declaration I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it. I hereby declare that I am not making this application for the purpose of contravention of any Act, Rules, Regulations or any statute of legislation or any notifications/directions issued by any governmental or statutory authority from time to time. I hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/email address. 	[Signature / Thumb Impression]						
D D M Y Y Place: S	signature / Thumb Impression of Applicant						

Annexure B1 – Addition/D	eletion of Related Persons			CAMSKRA					
Fields marked with '*' are mandatory fields. Please fill the form in English and in BLOCK letters.									
For office use only (To be filled by financial institution)	Application Type* New KYC Number	Upda	ate/Change (Mandatory for H	(YC update request)					
1. Details of Related Person (In case of additional related persons, please fill 'Annexure B1') (please refer instruction G at the end)									
Addition of Related Pers	Addition of Related Person Deletion of Related Person KYC Number of Related Person (if available*)								
Related Person Type*		ssignee	Authorized Representative						
Name*	Prefix First Name Image: Ima	w details of sec	Middle Name	Last Name					
Proof of Identity [PoI] of Rel	ated Person* (Please see instruction (\mathbf{H})	at the end)							
A- Passport Number			Passport Expiry Date						
B- Voter ID Card									
C- PAN Card									
D- Driving Licence			Driving Licence Expiry Dat	e D D - M M - Y Y Y Y					
E- Aadhaar Card									
F- NREGA Job Card									
Z- Others (any docume	nt notified by the central government)		Identification Numbe	r					
2. Applicant Declaration									
therein, immediately. In case any of liable for it. I hereby declare that legislation or any notifications/direct	nished above are true and correct to the best of my kn f the above information is found to be false or untrue I am not making this application for the purpose of tions issued by any governmental or statutory authority nation from Central KYC Registry through SMS/Email of	or misleading or contravention of y from time to tim	misrepresenting, I am aware that I may be held any Act, Rules, Regulations or any statute of e.	[Signature / Thumb Impression]					
	Y Y Y Place:			Signature / Thumb Impression of Applicant					
3. Attestation / For Office	Use Only								
Documents Received Certified Copies									
KYC	Verification Carried Out by		Institution D	Details					
Date	D - M M - Y Y Y Y		Name						
Emp. Name Emp.			Code						
Code									
Emp. Designation									
Emp. Branch									
	[Employee Signature]		[Institution S	tampj					