Know Your Client (KYC) Application Form for (Corporate Client)
(Please fill this form in BLOCK LETTERS)

A. IDENTITY DETAILS

1. **Name of the Applicant:** _____
2. **Date of incorporation:** _____(dd/mm/yyyy)
3. **Country of incorporation:** _____
4. ***PAN / LEI:** _____
5. **Company Registration No. (e.g. CIN):** _____
6. **Status (please tick any one):**

Private Limited Co. /Public Ltd. Co. /Body Corporate/FI/FPI/EFI/ /Others (please specify) _____

B. ADDRESS DETAILS

1. **Registered Address** _____

   City/town/village: _____ Pin Code: _____ State: _____

   Country: _____

2. **Contact Details:** Tel.(Off.) _____ Tel.(Res.) _____ *Mobile No.: _____

   Fax: _____ *Email id: _____

3. **Specify the proof of address submitted for registered address*:** _____

4. **Address for correspondence**: (In case of IFSC Unit at GIFT it will be same as registered address) _____

5. **Specify the proof of address submitted for correspondence address:** _____

   City/town/village: _____ Pin Code: _____ State: _____

   Country: _____

C. OTHER DETAILS

1. **Net-worth as on**** (date) …….…. (dd/mm/yyyy): _____ *(*Net worth should not be older than last six months)*

2. **Name, PAN, residential address and photographs of whole time directors***: _____

3. **DIN/UID of whole time directors:** _____

4. **Please tick, if applicable, for any of your authorized signatories/whole time directors:** Politically Exposed Person (PEP)/ Related to a Politically Exposed Person (PEP)

5. **Bank Details**

Account Name:

Bank Name: _____

Branch Name: _____

Account No.: _____

Swift code of Bank:

Along with following detail.

Nostro Bank	
Nostro Bank Account Number	
Nostro Bank BIC Code	
Nostro Bank Beneficiary Name	
ABA Routing No	

6. **Any other information:** _____

DECLARATION

I/We hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I/we 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/we are aware that I/we may be held liable for it.

_____

Name & Signature of the Authorised Signatory
Date: _____ (dd/mm/yyyy) **Seal/Stamp of the client**

FOR OFFICE USE ONLY

☐ (Originals verified) True copies of documents received*

☐ (Self-Attested) Self Certified Document copies received*

Signature of the Authorised Signatory (……..)
Date …….
Seal/Stamp of the intermediary

INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

1. Self-attested copy of PAN card or LEI number is mandatory for whole time directors and persons authorized signatory of company/firm/others.
2. Copies of all the documents submitted by the applicant should be self-attested by authorised signatory and accompanied by originals for verification.
3. If any proof of identity or address is in a foreign language, then translation into English is required.
4. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
5. If correspondence & permanent address are different, then proofs for both have to be submitted.
6. For foreign entities, CIN is optional; and in the absence of DIN no. for the directors, their passport copy should be given

B. Proof of Identity (POI): - *List of documents admissible as Proof of Identity:*

1. PAN card /LEI Number

C. Proof of Address (POA): - *List of documents admissible as Proof of Address:*

*(*Documents having an expiry date should be valid on the date of submission.)*

1. Proof of address issued by Bank
2. For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostiled or consularised) that gives the registered address should be taken.

D. Exemptions/clarifications to PAN

*(*Sufficient documentary evidence in support of such claims to be collected.)*

1. In case of institutional clients, namely, FPIs, and Public Financial Institution as defined under section 4A of the Companies Act, 1956, Custodians shall verify the PAN card details with the original PAN card and provide duly certified copies of such verified PAN details to the intermediary.

E. In case of Corporate and non-individual FPI category III, additional documents to be obtained, over & above the POI & POA, as mentioned below:

Types of entity	Documentary requirements
Corporate	• Copy of the balance sheets for the last 2 financial years (to be submitted every year). Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD (to be submitted every year). • Photograph, POI, POA, PAN and DIN of whole time directors/two directors in charge of day to day operations. • Photograph, POI, POA, PAN of individual promoters holding control - either directly or indirectly. • Copies of the Memorandum and Articles of Association and certificate of incorporation. • Copy of the Board Resolution for investment in securities market. • Authorised signatories list with specimen signatures. • POI,POA,PAN of authorised signatory. • FATCA Declaration • FORM W-8BEN-E
FPI Category III	Category III - Non Individual FPI Constitutive Documents (Memorandum and Articles of Association, Certificate of Incorporation etc.) Proof of Address of FPI PAN Card FPI Registration Certificate / SEBI Board resolution duly certified by any 2 Directors of the company List of Senior Management - SM (Directors, Partners, etc.) List of Authorized Signatories - AS (along with Photos) List of UBO Proof of Identity for SM, AS & UBO (For SM, declaration on letterhead sufficient) Proof of Address for SM (For SM, declaration on letterhead sufficient) Financials - of FPI FATCA Declaration FORM W-8BEN-E