

KYC FORM



THE KHATTRI CO-OPERATIVE URBAN BANK LTD.
 _____ **BRANCH, DELHI**

Know Your Client (KYC) Form - for Individuals
 Please fill in ENGLISH and in BLOCK LETTERS with black ink

Customer No. <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 15px;"><tr><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td></tr></table>					
Details of A/cs maintained :- _____ _____ _____					

A. Identity Details (please see guidelines overleaf)																														
1. Name of Applicant (as appearing in supporting identification document) Mrs./Ms./Mrs.....Date of Birth : <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 15px;"><tr><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td></tr></table> Father's Name.....Mother's Name..... Citizenship : <input type="checkbox"/> INDIAN <input type="checkbox"/> Others (ISO 3166 Country Code) <input type="checkbox"/> Residential Status <input type="checkbox"/> Residential Individual <input type="checkbox"/> Non Resident Indian <input type="checkbox"/> Foreign National <input type="checkbox"/> Person of Indian Origin									<div style="border: 1px solid black; padding: 5px; width: 80%; margin: auto;"> PHOTOGRAPH Please affix the recent passport size photograph and sign across it </div>																					
2. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female B. Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married 3. PAN No. <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 15px;"><tr><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td></tr></table> Unique Identification Number (UID) / Aadhaar <table border="1" style="display: inline-table; border-collapse: collapse; width: 200px; height: 15px;"><tr><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td></tr></table>																														
4. Proof of Identity submitted other than PAN Card Please Tick (✓) <input type="checkbox"/> UID (Aadhaar) <input type="checkbox"/> Passport <input type="checkbox"/> Voter ID <input type="checkbox"/> Driving Licence <input type="checkbox"/> Others (Please see guidelines 'D' overleaf)																														
5. Spouse NameDate of Birth <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 15px;"><tr><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td></tr></table>																														

B. Address Details (please see guidelines overleaf)											
1. Present Address of ApplicantSTATE.....PIN-CODE.....											
2. Contact Details Tel. (Off.)(Res.) Mobile <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 15px;"><tr><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td><td style="width: 20px; height: 15px;"></td></tr></table> E-mail											
3. Proof of address to be provided by Applicant, as per followings :- (any one document to be submitted) <input type="checkbox"/> Passport <input type="checkbox"/> Ration Card <input type="checkbox"/> Registered Lease/Sale Agreement of Residence <input type="checkbox"/> Driving License <input type="checkbox"/> Voter Identity Card <input type="checkbox"/> * Latest Bank A/c Statement/Passbook <input type="checkbox"/> *Latest Telephone Bill (only Land Line) <input type="checkbox"/> * Latest Electricity Bill <input type="checkbox"/> * Latest Gas Bill <input type="checkbox"/> Aadhaar Letter <input type="checkbox"/> Others..... * Not more than 3 Months old. Validity/Expiry date of proof of address submitted.....											
4. Permanent Address/Address for CorrespondencePIN-CODE.....											

C. Other Details (please see guidelines overleaf)	
1. Gross Annual Income (Please tick (✓): <input type="checkbox"/> Below 1 Lakh <input type="checkbox"/> 1-5 Lakh <input type="checkbox"/> 5-10 Lakh <input type="checkbox"/> 10-25 Lakh <input type="checkbox"/> > 25 Lakh	
2. (a) Occupation (Please tick (✓) any one and give brief details) : <input type="checkbox"/> Private Sector Service <input type="checkbox"/> Public Service Sector <input type="checkbox"/> Government Service <input type="checkbox"/> Business <input type="checkbox"/> Professional <input type="checkbox"/> Retired <input type="checkbox"/> Housewife <input type="checkbox"/> Student <input type="checkbox"/> Others (Please specify) (b) (i) Name & Address of Employer/Business Entity..... (ii) Nature of Business.....	
3. Any Other information :	

NOTE : Bank may call for or obtain any other documents if felt necessary.

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.

Place :Date :
Signature of Applicant

FOR OFFICE USE ONLY

(Originals Verified) Self Certified Document copies received. Record updated

Officer Name.....Signature.....Date.....

INSTRUCTIONS / CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS :

1. Please enclose self attested copy of PAN & Aadhar Card.
2. Copies of all the documents submitted by the applicant should be self-attested 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 below mentioned list (D).
3. Name & address of the applicant mentioned on the KYC Form, should match with the documentary proof submitted.
4. If correspondence & permanent address are different, then proofs for both have to be submitted.
5. Sole proprietor must submit the application in his individual name & capacity.

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

1. PAN Card with photograph.
2. Unique Identification Number (UID) (Aadhaar) / Passport / Voter ID Card/ Driving License.
3. Identity Card/document with applicant's Photo, issued by any of the following: Central/State government and its 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.

C. Proof of Address (POA): List of documents admissible as Proof of Address: (Documents having an expiry date should be valid only, if not expired, on the date of submission).

1. Passport/Voters Identity Card/Ration Card/Registered Lease or Sale Agreement of Residence/Driving License
2. Utility bills like telephone Bill (only land line), Water, Electricity bill or Gas bill Not more than 3 months old.
3. Bank Account Statement/Passbook-Not more than 3 months old.
4. Identity Card/document with address, issued by any of the following Central/State government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc. to their Members.

D. List of persons authorized to attest the documents :

1. Gazetted Officer, Manager of a Scheduled/Co-operative or Multinational Banks (name, Designation & Seal should be affixed on the copy.)

For any Clarification, Contact your Branch :

Branches / Offices

Telephone No.

Admn. Office

23272162, 23257202

Darya Ganj

23278102, 23277102

Krishna Nagar

22090302, 22090304

Saini Enclave, Karkardooma

22373040, 22375075