

HUTATMA SAHAKARI BANK LTD, WALWA

हुतात्मा सहकारी बँक लि , वाळवा

KYC DETAILS CHANGE FOR INDIVIDUALS

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Please fill this update / m	odification	form in E	NGLISH (and in E	BLOCK I	ETTE.	RS (F	Pleas	e str	ike o	ff Se	ctior	ns th	at a	re no	ot use	ed).	
A NAME OF APPLICANT (AS PER OF	RIGINAL K			•						_							_
Title : Mr Ms	Other		UID/	Aadha	ar, if an	у				P/	AN	Ш		Щ	<u> </u>	Щ		<u>]</u>
Name:																		
PLEASE PROVIDE THE NEB. MANDATORY FIELDS F							D IN	YOU	R KY	C R	ECO	RDS	3.					
1. Father's/Spouse Name :																		
2. Current Marital status :	Single	Mar	ried	3. (Current	Nati	—ı onal	ity :		Indic	ın	0	ther	''_				
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"FOR OFFICE USE ONLY" Col Original Seen and Verified						tory-	IPV f	or all	I KYC	s do	ne b	efor	e 1st	Jan	uary	, 2012	2 &	
C. IDENTITY DETAILS (PLI	EASE SEE G	UIDELINI	ES OVE	RLEAF)														
1. New Name (As appeari	ng in supp	orting ide	entificat	tion do	cumen	t).												
Name:																		
2. New Status Please tick ((√) : R€	esident In	ndividua	I N	lon Res	iden	t (Pas	sport (Сору	Mand	atory	for NF	RIs & F	oreig	n Nati	onals))	
3.PAN:				Plea	se encl	ose c	dul	y att	este	d cop	oy of	you	ır PA	N Cc	ard			
4. Proof of Identity submit	tted for PAN	l exempt	cases F	lease	Γick (✓)												
UID (Aadhaar)	Passp	ort	Vote	r ID	D	rivino	g Lice	ence		Ot	hers	·						
D. ADDRESS DETAILS (PL	EASE SEE	GUIDELIN	IES OVE	RLEAF))													
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State								Sta	te									
2. Contact Details				1										1		1	1	1 1
Mobile No:	+			+		-							-	┢	╄	╄	-	\vdash
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against the document o	•																	
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City/Town/Village										Pir	Co	de		ļ	L	_	_	$oxed{oxed}$
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E. OTHER DETAILS (PLEASE SEE GUIDELINES O	VERLEAF)				
2. New Occupation (Please tick() any one and	give brief details):				
Private Sector Service Public Sector	or Government Service Busin	ess Professional Retired			
Agriculturist Housewife S	tudent Forex Dealer Others ((Please specify)			
3. Please tick, if applicable: Politically Export definition of PEP, please refer guideline over		Exposed Person			
4. Any other information					
DECLARA	SIGNATURE OF APPLICANT				
Lundartaka ta inform you of any changes the	rein, immediately. In case any of the				
above information is found to be false or untram/we are aware that I/we may be held liab	rue or misleading or misrepresenting, I				



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INSTRUCTIONS / CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

- 1. Self attested copy of PAN card is mandatory for all clients in all type of change request.
- 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.
- 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. Sole proprietor must make the application in his individual name & capacity.
- 7. 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.
- 8. For foreign entities, CIN is optional; and in the absence of DIN no. for the directors, their passport copy should be given.
 9. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
- 10. 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.

 11. Politically Exposed Persons (PEP) are defined as individuals who are or have been entrusted with prominent public functions in a foreign country, e.g., Heads of States or of Governments, senior politicians, senior Government/judicial/military officers, senior executives of state owned corporations, important political party officials, etc.

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

- 1. PAN card with photograph. This is a mandatory requirement for all applicants except those who are specifically exempt from obtaining PAN (listed in Section D).
- 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; and Credit cards/Debit cards issued by Banks.

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. Unique Identification Number (UID) (Aadhaar)/Passport/Voters

- Identity Card/Ration Card/Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance bill/Insurance Copy.
- 2. Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill Not more than 3 months old.
- 3. Bank Account Statement/Passbook Not more than 3 months old.
- 4. Self-declaration by High Court and Supreme Court judges, giving the new address in respect of their own accounts.
- 5. Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/Parliament/Documents issued by any Govt. or Statutory Authority.
- 6. 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.
- 7. 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.
- 8. The proof of address in the name of the spouse may be accepted.

D. Exemptions/clarifications to PAN (*Sufficient documentary evidence in support of such claims to be collected.)

- 1. In case of transactions undertaken on behalf of Central Government and/or State Government and by officials appointed by Courts e.g. Official liquidator, Court receiver etc.
- 2. Investors residing in the state of Sikkim.
- 3. UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India.
- 4. SIP of Mutual Funds upto Rs 50,000/-p.a.
- 5. In case of institutional clients, namely, Flls, Mfs, VCFs, FVCIS, Scheduled Commercial Banks, Multilateral and Bilateral Development Financial Institutions, State Industrial Development Corporations, Insurance Companies registered with IRDA 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. List of people authorized to attest the documents:

- 1. 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).
- 2. 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.