

ANNEXURE - A1 (CKYC Application form | Related Person)

(CKTC Application form | Related Person

Photo prized to be uploaded.

Important Instructions:

- A) Fields marked with '*' are mandatory fields.
- B) Tick ' ✓ ' wherever applicable.
- C) Please fill the form in English and in BLOCK letters.
- D) Please fill the date in DD-MM-YYYY format.
- E) For particular section update, please tick (✓) in the box section number and strike off the sections not required to be uploaded.
- F) Please read section wise detailed guidelines/instructions at the end.
- G) KYC number of applicant is mandatory for update application.
- H) Related Person: Guardian/ Assignee/ Authorized Representative for Minor.

For office use only						
Customer ID		Application Type*	New Dpc	late Delet	te	
KYC Number		(Ma	ndatory for KYC	update request)		
1. Details of Related Pe	erson (Please	refer instruction D & E at	the end)			
Addition of Related Pe	erson D	eletion of Related Person	Updation	1		
KYC Number of Related Per	rson (if availabl	e)*				
Related Person Type*	Guardian of M	nor Assignee Au	horized Repres	entative		
	Prefix	First Name		Middle Name		Last Name
Name*						
(If KYC no. and name are pro	ovided, Below o	etails are optional) First Name		Middle Name		Last Name
Maiden Name				1110010110		
Father / Spouse Name						
Mother Name						
Date of Birth*	D - M M	YYYY	Gende	r* M-Male	e F-Female	T-Transgender
PAN*			Form 60 furnish			
2. Proof of Identity and	Address* (P	ease refer instruction B	at the end)			
I) Certified copy of OVD or e	equivalent e-do	cument of OVD or OVD obt	ained through	digital KYC pı	rocess needs to be s	ubmitted (anyone of the following OVDs)
A - Passport Number		B - Vo	ter ID Card			
C - Driving License						
D - NREGA Job Card						
E - National Population F	Register Letter					
F - Proof of Possession o	of Aadhaar					
II) E-KYC Authentication			III) Offline	verification of	Aadhaar	
Address						
Line 1*						
Line 2						
Line 3						
City/Town/Village*		District*			Pin	/Post Code*
State/U.T		State/U.T Cod	e* Co	ountry		ISO 3166 Country Code*



3. Current Address Same as above																	ails	as	bel	1 WO	nee	d no	ot b	е р	rov	ride	d)											
I) Certified copy of OV	Dο	r eq	ļuiv	/al	ent	e-c	doc	um	ent	of (OVE	or	ovi) ok	tair	ed	thr	ou	gh di	igita	l KY	C p	roc	ess	nee	ds 1	to k	oe su	ıbm	itte	ed (a	nyo	ne c	of th	e fol	Iowi	ng O\	/Ds)
A - Passport Numb	oer												E	3 - V	oter	ID	Card	l														\Box						
C - Driving License	5			Ι									I			I	\perp																					
D - NREGA Job Car	rd			Ι												Ι	$oxed{\mathbb{L}}$	Ι							I		I											
E - National Popul	atio	n Re	egis	itei	r Let	ter	, [Π																				
F - Proof of Posses	sior	of	Aac	dha	aar	_											İ										_											
II) E-KYC Authentication	on											<u>L</u>				III)	Off	line	e ver	ifica	tio	n of	Aad	dha	ar	L	L					_		\perp				
IV) Deemed Proof of A	ddı	ress	- D	oc	um	en	t Ty	pe (cod	e			(Plea	se re	fer ir	nstr	uctio	n B	(6) at	the	end)																	
Address				_	_	_											_									_	_	_	_	_	_	_		_	_			_
Line 1*				L	+	_						<u> </u>	<u> </u>				<u> </u>	<u>_</u>		<u> </u>			<u> </u>	<u> </u>	<u> </u>	<u> </u>	_	+	+	_	+	_	_	ᆜ			\dashv	4
Line 2				L		_						L						<u></u>	_							Ļ	_			_	_	_	_	_				
Line 3												L	L													<u> </u>			\perp			Ļ	_	_			4	
City/Town/Village*												D	istri	ct*	L					L								Pin/	Pos	t Co	ode	ķ	\perp	\perp				
State/U.T				L							St	ate	/U.T	Co	de*] (Cour	ntry						\perp	I		IS	O 3	3166	Co	oun	try	Coc	te*		
4. Contact Details	(All	co	mn	nu	nic	ati	ons	s wi	II b	e s	ent	to	Mok	ile	Nur	nb	er/	Em	nail-l	D p	rovi	ided	d) (l	Plea	se	ref	er	inst	ruc	tior	ı C	at t	he	end	d)			
Tel. (Off.)		-[Ι							Т	el. (Res	.)					-		Τ															
Mobile					L	I	1																															
Email ID																											I					\perp		\Box				
5. Remarks (If any)																																						
																		Ι									T											
6. Applicant Decla	rati	ion																																				
 I hereby declare that immediately. In case personal/KYC detail I hereby consent to reach the consent to reach	e an Is m	y of ay b	f the oe sh	e al nar	oov ed v	e ir vith	nfor n Ce	mat entra	ion al K	is fo	oun egis	d to stry.	be f	alse	or u	ıntı	ue c	or m	nislea	ding	gor	misı	repi	ese	ntir	ıg, I	am	awa	ire tl	hat	l ma							
Date D D - M M]-[Υ	Υ	Υ	Y		Pla	ce]																
																									Si	igna	itu	re / 1	Γhui	mb	lmp	res	sio	n o	f Ap	pli	ant	
7. Attestation / For	of	-				Ť														F	_											_	_					
Documents Received	L				d co				ا							ed '	from	ı Ul	DAI	L	_ D	ata	rece	eive	d fr	om	offl	ine v	erif/	icat	ion	L		Dig	ital	KYC	Proc	ess
IOVENIENCE ATION CA		_						ume					Bas		(YC																							
KYC VERIFICATION CA	KKI	ED	00	IB	Y (1	01	oe (com	pie	tea	ma	naa	itori	iy)				_						_	_		_			_		_						
Employee Name				+	_					<u> </u>							_	+			<u> </u>			<u> </u>	+		+					\perp						
Employee Code			<u></u>	_									Em	plo	/ee	EIN	L	Ļ																				
Designation																	L																					
Branch				I	\perp							\perp					L																					
SolID				I																																		
Date	D	D]-[M	M]-	Υ	Υ	Υ	Y																												
Institution Details																													Em	plo	yee	Sig	ınat	ure	2			
Name D B I		В	Α	1	N	K		L	ı	М	1	Т	Е	D]																						
Code N 2 0	3	2	,																Ir	stit	utio	n St	tam	р														



Instructions / Check list / Guidelines for filling Individual KYC Application Form

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

- 1. Name: The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.
- **2. One the following is mandatory:** Mother's name, Spouse's name, Father's name.

B. Clarification / Guidelines on filling 'Current Address Details' section

- 1. In case of deemed **Proof of Address** such as utility bill, the document need not be uploaded on CKYCR.
- 2. Proof of Address to be submitted only if the submitted Proof of Identity does not have current address or address as per Proof of Identity is invalid or not in force.
- 3. State / U.T Code and Pin / Post Code will not be mandatory for overseas addresses.
- **4.** In Section 2, one of I, II, and III is to be selected. In case of online E-KYC authentication, II is to be selected.
- 5. In Section 3, one of I, II, III and IV is to be selected. In case of online E-KYC authentication, II is to be selected.
- 6. List of documents for 'Deemed Proof of Address':

Document Code	Description
01	Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill).
02	Property or Municipal tax receipt.
03	Pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address.
04	Letter of allotment of accommodation from employer issued by State Government or Central Government Departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies and leave and licence agreements with such employers allotting official accommodation.

- 7. The Bank shall redact (first 8 digits) of the Aadhaar number from Aadhaar related data and documents such as proof of possession of Aadhaar, while uploading on CKYCR.
- 8. "Equivalent e-document" means an electronic equivalent of a document, issued by the issuing authority of such document with its valid digital signature including documents issued to the digital locker account of the client as per rule 9 of the Information Technology (Preservation and Retention of Information by Intermediaries Providing Digital Locker Facilities) Rules, 2016.
- **9.** 'Digital KYC process' has to be carried out as stipulated in the PML Rules, 2005.
- **C.** 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 91-999999999).
 - 2. Do not add '0' in the beginning of Mobile number.
- **D.** Clarification / Guidelines on filling 'Related Person Details' section
 - 1. Provide KYC number of related person, if available.
- - 1. Guardian details are optional for minors above 10 years of age. However, in case guardian details are available for minor above 10 years of age, the same (or CKYCR number of guardian) is to be uploaded.







