



A. Identity Details (Please see guideline overleaf.)

1. **Name of Applicant** (As appearing in supporting identification document)

Name

Father's/Spouse Name

2. **Gender** Male Female **B. Marital Status** Single Married **C. Date of Birth** DD/MM/YYYY

3. **Nationality** Indian Other ..

4. **Status** Please tick (✓) Resident Individual Non Resident Foreign National (Passport Copy Mandatory for NRIs & Foreign Nationals)

5. **PAN**

 Please enclose a duly attested copy of your PAN Card

Unique Identification Number (UID)/Aadhar, if any _____

6. **Proof of Identity submitted for PAN exempt cases** Please tick (✓)
 UID (Aadhar) Passport Voter ID Driving Licence Others _____ (Please see guideline 'D' overleaf)

PHOTOGRAPH

Please affix the recent passport size photograph and sign across it

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B. Address Details (Please see guidelines overleaf)

1. **Address of Correspondence**

	Postal Code
City/Town/Village	
State	Country

2. **Contact Details**

Tel (Off.)	ISD	STD	Tel (Res.)	ISD	STD
Mobile	ISD	STD	Fax	ISD	STD
E-mail ID					

3. **Proof of address to be provided by Applicant, Please submit ANY ONE of the following valid document & tick (✓) against the document attached.**

Passport Ration Card Registered Lease/Sale Agreement of Residence Driving Licence Voter Identity Card * Latest Bank A/c Statement/Passbook
 * Latest Telephone Bill (Only Land Line) * Latest Electricity Bill * Latest Gas Bill Others _____

* Not more than 3 months old. **Validity/Expiry date of proof of address submitted** DD/MM/YYYY

4. **Permanent Address of Resident Applicant if different from above B1 or Overseas Address (Mandatory) for Non-Resident Applicant**

	Postal Code
City/Town/Village	
State	Country

5. **Proof of address to be provided by Applicant, Please submit ANY ONE of the following valid document & tick (✓) against the document attached.**

Passport Ration Card Registered Lease/Sale Agreement of Residence Driving Licence Voter Identity Card * Latest Bank A/c Statement/Passbook
 * Latest Telephone Bill (Only Land Line) * Latest Electricity Bill * Latest Gas Bill Others _____

* Not more than 3 months old. **Validity/Expiry date of proof of address submitted** DD/MM/YYYY

C. Other Details (Please see guidelines overleaf)

1. **Gross Annual Income Details** Please tick (✓) Below 1 Lac 1-5 Lac 5-10 Lac 10-25 Lac > 25 Lacs

OR
 Net-Worth in ₹ * Net worth should not be older than 1 year) _____ as on (date) DD/MM/YYYY

2. **Occupation** (Please tick (✓) any one and give brief details)

Private Sector Service Public Sector Government Service Business Professional Agriculturist Retired Housewife Student
 Forex Dealer Others (Please specify) _____

3. **Please tick, if applicable** Politically Exposed Person Related to a Politically Exposed Person

For definition of PEP, please refer guideline overleaf.

4. **Any other information** _____

DECLARATION

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

Place Date 5/34

SIGNATURE OF APPLICANT

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FOR OFFICE USE ONLY

IPV Done on DD/MM/YYYY

(Originals verified) self Certified Document copies received
 (Attested) True copies of documents received
 Main Intermediary

Seal / Stamp of the intermediary should contain
 Staff name
 Designation
 Name of the Organisation
 Signature
 Date

Seal / Stamp of the intermediary should contain
 Staff name
 Designation
 Name of the Organisation
 Signature
 Date

Please note that the KYC Application Form and overleaf instructions should be printed on the same page (back to back). If printed separately then both the pages should be attached and signed by the applicant.

INSTRUCTIONS / CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

1. Self attested copy of PAN card is mandatory for all clients.
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/ PIO Card/OCI Card 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. 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 apostilled 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, FIIs, 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.



Account Details Addition / Modification / Deletion Request Form for Trading & Demat Account

Chandrakala Broking Services Pvt. Ltd., Choraria Chowk, New Lane, Gangashahar, Bikaner

DP ID : : 12092300

Application No.	Date	D	D	M	M	Y	Y	Y	Y
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Please fill all the details in Block Letters in English

DP ID	1	2	0	9	2	3	0	0	Client ID								
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Trading Code									
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Account Holder's Details

Name of First / Sole Holder	
Name of Second Holder	
Name of Third Holder	

- I/We request to carry out the change of correspondence/permanent address / signature in the demat account
- I/We request to carry out the change of address / signature in the KRA and demat account

I/We request you to make the following additions / modifications / deletions to my/our account in your records.

DETAILS (Please specify change of correspondence / permanent address, bank details, telephone number, sub-status, DP details etc)	Addition / Modification / Deletion (Please specify)	Existing Details	New Details

Attach an Annexure (with signature(s)) if the space above is found insufficient.

	First/Sole Holder	Second Holder	Third Holder
Name			
Signature			

======(Please Tear Here)=====

Acknowledgement Receipt

Received Account Details Addition / Modification / Deletions request as per details given below :

Application No.	Date	D	D	M	M	Y	Y	Y	Y								
DP ID	1	2	0	9	2	3	0	0	Client ID								
Name of the Sole / First Holder																	
Name of Second joint Holder																	
Name of Third joint Holder																	
Modification requested for: [Specify reason]																	

Depository Participant Seal and Signature



CDSL VENTURES LIMITED

....Exploring New Horizons

KRA COMMUNIQUÉ

CVL/OPS/INTERM/GENRL/21-140

December 22, 2021

BANK VERIFICATION LETTER FORMAT

With reference to CVL communiqué no. CVL/OPS/INTERM/GENRL/21-134 dated September 30, 2021, Intermediaries are requested to provide the Bank Verification Letter in the prescribed format attached as Annexure A.

The Bank Verification letter needs to be attested by the Intermediary as 'Signature verified as per our record' or 'Original Verified' along with their stamp before uploading the images in the KRA system.

Queries regarding this communiqué may be addressed to CVL-Helpdesk on (022) 61216969 or Emails may be sent to cvlhelpdesk@cdslindia.com

Sd/-
Santosh Patil
Compliance Officer

Bank Attestation of Account Details & Account-holder's signature

{To be issued on the Bank's Letter Head
OR

This form itself with Bank Official's name and Employee code mentioned & Bank seal affixed in the space below}

Date: DD / MM / YYYY

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr. / Ms. _____

is a customer of our bank, namely, _____,

Name of the bank

branch

having the following Bank Account:

Account number	
A/C type <input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> NRNR <input type="checkbox"/> Others (Pl. specify)	
9-Digit MICR No.	11-Digit IFSC

His/her address, as per our Bank records, is as follows:

City	PIN	State

Signature Verification by Bankers

Signature of the above customer in the box alongside, verified & validated with his/her specimen signature as per Bank's records	Signature of the client
Signature of the bank official with Bank's Seal	
Name* of the attesting Bank Official	
Designation*	
Employee Code*	
Telephone Number*	

* Mandatory