CENTRAL KYC REGISTRY | Know Your Customer (KYC) Application Form | Individual

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 updated.
- F) Please read section wise detailed guidelines / instructions at the end.
- G) List of State / U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- H) List of two character ISO 3166 country codes is available at the end.
- I) KYC number of applicant is mandatory for update application.
- J) The 'OTP based E-KYC' check box is to be checked to accounts opened using OTP based E-KYC in non-face to face mode.



to be updated.																	
For office use only	Application Typ	pe* ☐ New		Update	е												
(To be filled by financial institution	,						(Ma	andato	ory for	KYC	updat	e requ	uest)				
	Account Type*	☐ Norn	nal	☐ Minor		Aadhaa	r OTP	based	d E-K	YC (in	non-f	ace to	face	mod	de)		
☐ 1. PERSONAL DETAILS	(Please refer instruction	on Aat the end)															
	Prefix	First Name				Middle	Name						Las	t Nam	ne		
☐ Name* (Same as ID proof)										_							
Maiden Name																	
Father / Spouse Name Mother Name									+							+	
Date of Birth*	D D M M	YYYY															
Gender*				Transas	ndor												
Marital Status*	☐ M-Male☐ Married	☐ F- Female	Unn	-Transge		Others											
PAN*	Iviamed		_	n 60 furni	_	Ollicis											
Citizenship*	☐ IN- Indian			ers (ISO 3		ntry Coc	de										
Residential Status*	Resident Individ	lual		Resident		•											
	☐ Foreign Nationa			on of Indi		1											
Occupation Type*	☐ S-Service (☐	Private Sector	☐ Pub	lic Sector	☐ Go	vernmei	nt Sec	tor)									
	O-Others (Employed						Studer	nt)						
	□ B-Business□ X- Not Categoris	-	☐ Reti	red ex Dealer		usewife hers (Pl.	_		nt								
Politically Exposed Person (F	_	to Politically Exp				1010 (1 1.	Ороог	'									
Annual Income	Below Rs. 1 Lac			•	Rs. 5 Lac	to 10 L	ac	□ R	s. 10	Lac to	25 La	ac	□ F	Rs. 25	5 Lac	to 1	Crore
Networth Amount Rs		Net Worth as	on (Date	_				et wo	rth sh	ould n	ot be		_				
	/ AND ADDDESON (
2. PROOF OF IDENTITY	Y AND ADDRESS* (F	Please refer instruct	ion B at th	e end)													
1 0 ((() 1		(0)/D									,	,			01	(D)	
I. Certified copy of OVD or eq	uivalent e-document	of OVD or OVD o	btained t	hrough di	gital KYC	process	needs	s to be	e subr	nitted (anyo	ne of	the fo				
A- Passport Number	uivalent e-document	of OVD or OVD o	btained t	hrough di	gital KYC	process	needs	s to be	e subr	nitted (anyo	ne of	the fo			VDs) OTO	+
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□ A- Passport Number□ B- Voter ID Card□ C- Driving Licence□ D- NREGA Job Card	n Register Letter	of OVD or OVD o	btained t	hrough die	gital KYC	process	needs	s to be	e subr						_		•
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□ A- Passport Number □ B- Voter ID Card □ C- Driving Licence □ D- NREGA Job Card □ E- National Population □ F- Proof of possession	n Register Letter n of Aadhaar	of OVD or OVD o	btained t	hrough die	gital KYC	process	needs	s to be	e subr					Signa	PHO ature /	OTO*	
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II. E- KYC Authentication			
III. Offline verification of Aadhaar			
IV. ☐ Deemed Proof of Address - Document Address	type Code		
Line 1*			
Line 2		City / To	own / Village*
Line 3 District*	Pin / Post Code*	State / U.T Code*	ISO 3166 Country Code*
4. CONTACT DETAILS (All communications			,
Tel. (Off)	Tel. (Res)		bbile
Email ID			
5. REWARKS (If any)			
☐ 6. TICK IF APPLICABLE ☐ RESIDE	NCE FOR TAX PURPOSES IN JUF	RISDICTION(S) OUTSIDE INDIA (PI	lease refer instruction B at the end)
ADDITIONAL DETAILS REQUIRED* (Mandator		,	
ISO 3166 Country Code of Jurisdiction of Resi	dence*		
Tax Identification Number or equivalent (If issue	d by jurisdiction)*		
Place / City of Birth*	ISO 3166 C	Country Code of Birth*	
I have read and understood the information and hereby confirm that the information prov Ltd. for any modification to this information p I further agree to abide by the provisions of the	rided by me on this Form is true, comptly.	orrect and complete. I hereby agre	ee and confirm to inform Ashlar Securities Pv
7. APPLICANT DECLARATION			
 I hereby declare that the details furnished above and I undertake to inform you of any changes th found to be false or untrue or misleading or misrep I hereby declare that the aforesaid mobile nun 	erein, immediately. In case any of the a resenting, I amaware that I maybe held	above information is liable for it.	€13 [Signature / Thumb Impression]
dependent children and dependent parents)	ū	,,	[5:5:44.67
 I hereby consent to receiving information from C registered number/email address. 	entral KYC Registry through SMS/Emai	I on the above	Signature / Thumb Impression of Applicant
Date:	Place:		
8. ATTESTATION / FOR OFFICE USE	ONLY		
Documents Received ☐ Certified Copie ☐ Equivalent e-d	_		Offline Verification Digital KYC Process
KYC/INPERSONVERIFICATION	CARRIEDOUTBY	INSTI	ITUTION DETAILS
Date DDMMYYYYP	ace	Name ASHLAR SECURITIES	S PVT. LTD.
Emp.Name	ae	Code	
Emp. Code Emp. Designation Emp. Branch		[Signature of	of Authorised Signatory]
[Employee Signa	ture]	[In:	stitution Stamp]

CENTRAL KYC REGISTRY | Instructions / Check list / Guidelines for filling Individual KYC Application Form

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

- 1 Name: The name should be 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 PoA such as utility bill, the document need not be uploaded on CKYCR
- 2 PoA to be submitted only if the submitted PoI does not have current address or address as per PoI is invalid or not in force.
- 3 State / U.T. Code and Pin / Post Code will not be mandatory for Overseas address.
- 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	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, waterbill).
	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 or Central Government departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies. Similarly, leave and license agreements with such employers allotting official accommodation.

- 7 Regular Entity (RE) shall be 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) Rule, 2016.
- 9 'Digital KYC process' has to be carried out as stipulated in the PML Rules, 2005.
- 10 REs may use the Self Declaration check box where Aadhaar authentication has been carried out successfully for a client and client wants to provide a current address, different from the address as per the identity information available in the Central Identities Data Repository.

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.

E Clarification on Minor

- 1 Guardian details are optional for minors above 10 years of age of opening of bank account only.
- 2 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.