## Central KYC Registry | Know Your Customer (KYC) Application Form | Legal Entity/Other than Individuals

### Important Instructions:

B. Tick ' $\checkmark$ ' wherever applicable.

- A. Fields marked with '\*' are mandatory fields.
- F. List of State/U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.

AN

- G. List of two-character ISO 3166 country codes is available at the end.
- C. Please fill the date in DD-MM-YYYY format. H. Please read section wise detailed guidelines/instructions at the end.
- D. Please fill the form in English and in BLOCK letters.

E.	KYC number of applicant is mandatory for upd	ate
	application.	

I.	For particular section update, please tick ( $\checkmark$ ) in the box available before the section
	number and strike off the sections not required to be updated.

application.		ARN-64917 EUIN-E434563
For office use only	Application Type*	New Update
(To be filled by financial institution	on) KYC Number	(Mandatory for KYC update request)
1 Entity Details* (P	lease refer instruction A at	t the end)
Name*		
Entity Constitution Type*	Others (Specify)	(Please refer instruction B at the end)
Date of Incorporation/Formation*	DD-MM-YYY	/ Y         Date of Commencement of Business         D         D         -         M         M         -         Y         Y         Y
Place of Incorporation/Formation	•	Country of Incorporation/Formation* TIN or Equivalent Issuing Country
PAN*		Form 60 furnished
TIN/GST Registration Number		
2. PROOF OF IDEN	TITY (POI)* (Please refer i	instruction <b>B</b> at the end)
	n respect of person authorised to	
Certificate of Incorporation/F		Registration Certificate Regn Certificate No.
Memorandum and Articles o		Intership Deed
Resolution of Board/Managir		wer of Attorney granted to its manager, officers or employees to transact on its behalf
Activity proof – 1 (For Sole F	-	tivity proof – 2 (For Sole Proprietorship Only)
	se see instruction <b>C</b> at the e	
3.1 Registered Offic	e see instruction <b>C</b> at the e ce Address/Place of Busi	
3.1 Registered Offic		iness*
3.1 Registered Offic	e Address/Place of Busi	iness*
3.1 Registered Offic Proof of Address* Ce Line 1* Line 2	e Address/Place of Busi	iness*
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce	ce Address/Place of Busi	iness*
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce	ce Address/Place of Busi	iness* n Registration Certificate Other Document City/Town/Village* ISO 3166 Country Code*
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce	ce Address/Place of Busi	iness* n Registration Certificate Other Document City/Town/Village* ISO 3166 Country Code*
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce	ce Address/Place of Busi	iness* n Registration Certificate Other Document City/Town/Village* ISO 3166 Country Code*
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Im         Line 2       Im         Line 3       Im         District*       Im         3.2 Local Address i	ce Address/Place of Busi	iness* n Registration Certificate Other Document City/Town/Village* ISO 3166 Country Code*
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         3.2 Local Address i       Image: Ce         Line 1*       Image: Ce         Line 3       Image: Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce	ce Address/Place of Busi	iness* n Registration Certificate Other Document City/Town/Village* State/U.T Code* State/U.T Code* City/Town/Village* City/Tow
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         3.2 Local Address i       Image: Ce         Line 1*       Image: Ce         Line 2       Image: Ce         1       3.2 Local Address i         Line 1*       Image: Ce         Line 2       Image: Ce	ce Address/Place of Busi	iness*
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         3.2 Local Address i       Image: Ce         Line 1*       Image: Ce         Line 1*       Image: Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce	ce Address/Place of Busi rtificate of Incorporation/Formation rtificate of Incorporation/Formation Pin/Pos n India (If different from a Pin/Pos Pin/Pos	iness* n Registration Certificate Other Document City/Town/Village* State/U.T Code* State/U.T Code* City/Town/Village* City/Tow
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         Ine 1*       Image: Ce         Ine 1*       Image: Ce         Line 1*       Image: Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         Line 3       Image: Ce         Image: Ce       Image: Ce         Line 3       Image: Ce         Line 4.       Image: Ce         Line 3       Image: Ce         Line 4.       Image: Ce         Line 3       Image: Ce         Line 4.       Image: Ce         Line 5.       Image: Ce	ce Address/Place of Busi rtificate of Incorporation/Formation rtificate of Incorporation/Formation Pin/Pos n India (If different from a Pin/Pos Pin/Pos	iness*       Registration Certificate       Other Document
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         3.2 Local Address i       Image: Ce         Line 1*       Image: Ce         Line 1*       Image: Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce	ce Address/Place of Busi rtificate of Incorporation/Formation rtificate of Incorporation/Formation Pin/Pos n India (If different from a Pin/Pos All communications will be set	iness*         n       Registration Certificate       Other Document         i       i       i       i       i         i       i       i       i       i       i         i       i       i       i       i       i       i         i       i       i       i       i       i       i       i         i       i       i       i       i       i       i       i       i       i         i
3.1 Registered Offic         Proof of Address*       Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         3.2 Local Address i       Image: Ce         Line 1*       Image: Ce         Line 1*       Image: Ce         Line 2       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         Image: Ce       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         Ce       Image: Ce         Image: Ce       Image: Ce         Line 3       Image: Ce         District*       Image: Ce         Ce       Image: Ce         Image: Ce       Image: Ce      <	ce Address/Place of Busi rtificate of Incorporation/Formation rtificate of Incorporation/Formation Pin/Pos n India (If different from a Pin/Pos All communications will be ser Em	iness*         n       Registration Certificate       Other Document         i       i       i       i       i         i       i       i       i       i       i         i       i       i       i       i       i       i         i       i       i       i       i       i       i       i         i       i       i       i       i       i       i       i       i       i         i

<b>6. Remarks</b> (If any)						
7. Applicant Declaration (Please refer instruction G at the end)						
<ul> <li>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. Incase 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.</li> <li>I hereby declare that I am on making this application for the purpose contravention of any Act, Rules, Regulations or any statute of legislation or any notifications/directions issued by any governmental or statutory authority from time to time</li> <li>I hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/email address. I also providing consent to MF/AMC/KRA to share this KYC data with CKYCR, download the information from CKYCR and other participating intermediaries as mandated by PMLA Act/Rules/SEBI guidelines.</li> <li>D D - M M - Y Y Y P Place:</li> </ul>						
8. Attestation / For Office Use only         Documents Received       Certified Copies						
8. Attestation / For Office Use only	Institution details					
8. Attestation / For Office Use only         Documents Received       Certified Copies         Equivalent e-document						
8. Attestation / For Office Use only         Documents Received       Certified Copies         Equivalent e-document         KYC documents verification carried out by	Institution details					
8. Attestation / For Office Use only         Documents Received       Certified Copies         Equivalent e-document         KYC documents verification carried out by         Identity Verification         Done       Date:         D       -         M       -         Y       Y	Institution details					
8. Attestation / For Office Use only         Documents Received       Certified Copies         Equivalent e-document         KYC documents verification carried out by         Identity Verification         Done       Date:         D       -         M       -         Y       Y         Emp. Name       -	Institution details					
8. Attestation / For Office Use only         Documents Received       Certified Copies         Equivalent e-document         KYC documents verification carried out by         Identity Verification         Done       Date:         D       -         MM       -         Y       Y         Emp. Name	Institution details					

Annexure A2 I Legal Entity I Other Central KYC Registry   Know Yo	than Individuals ur Customer (KYC) Application Form   Related Person	CAMSKRA
<ul> <li>Important Instructions:</li> <li>A. Fields marked with '*' are mandatory fields</li> <li>B. Tick '√' wherever applicable.</li> <li>C. Please fill the date in DD-MM-YY format.</li> <li>D. Please fill the form in English and in BLOC</li> <li>E. KYC number of applicant is mandatory for application.</li> </ul>	<ul> <li>G. List of two-character ISO 3166 country codes is available at th</li> <li>H. Please read section wise detailed guidelines/instructions at the</li> <li>K letters.</li> <li>I. For particular section update, please tick (✓) in the box availal</li> </ul>	e end. e end.
	plication Type* New Update Delete C Number (M	landatory for KYC update and delete request)
1. Details of Related Person* (Pla	pase refer instruction <b>F</b> at the end)	
Addition of Related Person		odate Related Person Details
KYC Number of Related Person (if available)		, only 'Related Person Type' & 'Name' is mandatory
Related Person Type* Director		ointment Official Proprietor
Beneficiary	Authorised Signatory Beneficial Owner Power of A	Attorney Holder Other (Please specify)
DIN (Director Identification Number)	(Mandatory if Related Person	n Type is Director)
1.1 Personal Details (Please refer	instruction E at the end)	
Prefix	First Name Middle Name	Last Name
Name* (Same as ID proof)		
Maiden Name		
Father / Spouse Name*		
Gender* M- Male	F- Female T- Transgender	
PAN*	Form 60 furnished	
	* (Please refer instruction <b>E</b> at the end)	
	nent of OVD or OVD obtained through digital KYC process needs to be submitt	ed (anyone of the following OVDs)
A-Passport Number		🗌 РНОТО*
B-Voter ID Card		
C-Driving Licence	Driving Licence Expiry Date D D - M	
D-NREGA Job Card		
E-National Population Register Letter		
F-Proof of Possession of Aadhaar		
II E-KYC Authentication		
III Offline verification of Aadhaar		
Address Line 1*		
Line 2		
Line 3	City/Tc	wn/Village*
District*	Pin/Post Code* State/U.T Code*	ISO 3166 Country Code*
1.3 Current Address Details (Plea	ase refer instruction <b>E</b> at the end)	
Same as above mentioned address (In s	uch cases address details as below need not be provided)	
I. Certified copy of OVD or equivalent e-docur	nent of OVD or OVD obtained through digital KYC process needs to be submitte	ed (anyone of the following OVDs)
A-Passport Number		
B-Voter ID Card		
C-Driving Licence		
D-NREGA Job Card		
E-National Population Register Letter		
F-Proof of Possession of Aadhaar		
II E-KYC Authentication		
III Offline verification of Aadhaar		

V Self-Declaration	V	Self-Declaration
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Address		
Line 1*		
Line 2		
Line 3		City/Town/Village*
District*	Pin/Post Code*	State/U.T Code* ISO 3166 Country Code*
1.4 Contac	t Details (All communications will be sent on provided I	Mobile no. / Email-ID provided) (Please refer instruction <b>D</b> at the end)
	Ct Details (All communications will be sent on provided i	
Tel. (Off)	Tel. (Res)	Mobile
Email ID		
2. Applicar	nt Declaration	
misleading o I hereby dec statute of leg I hereby cons address. I a CKYCR, and Date:	eceived Certified Copies E-KYC data rece	Inition of any Act, Rules, Regulations or any statutory authority from time to time         Temail on the above registered number/email         th CKYCR, download the information from EBI guidelines         Image: I
	Digital KYC Process Equivalent e-doc	ument
	KYC documents verification carried out by	Institution details
Date:	DD-MM-YYYY	Name
Emp. Name		Code
Emp. Code		
Emp. Designa	ation	
Emp. Branch		
	[Employee Signature]	[Institution Stamp]

## Central KYC Registry | Instructions / Check list / Guidelines for filling Legal Entity / Other than Individuals KYC Application Form

O – Artificial Juridical Person

Q - Not Categorized

R - Others

P - International Organisation or

Agency/Foreign Embassy or Consular Office, etc.

## Clarification / Guidelines on filling 'Entity Details' section

- 1. Entity Constitution Type
  - A Sole Partnership H - Trust
  - B Partnership Firm I - Liquidator
  - C HUF J - Limited Liability Partnership
  - D Private Limited Company K - Artificial Liability Partnership
  - E Public Limited Company L - Public Sector Banks
  - F Society
  - M Central/State Government Department or Agency S Foreign Portfolio Investors G - Association of Persons (AOP)/Body of Individuals (BOI) N - Section 8 Companies (Companies Act, 2013)
- 2. In case of companies and partnerships, PAN of the entity is mandatory. In case of other entities, Form 60 may be obtained if PAN is not available.
- 3. One of the following is mandatory: Mother's name, Spouse's name, Father's name.

### B. Clarification / Guidelines on filling 'Proof of Identity [POI]' section

- Activity Proof 1 and Activity Proof 2 are applicable for accounts in case of proprietorship firms. Please refer to relevant instructions issued by the Reserve Bank of Α. India in this regard.
- B. Please refer to the relevant instructions issued by the regulator regarding applicable documents for the legal entity.
- C. Certified copy of document or equivalent e-document or OVD obtained through Digital KYC process to be submitted.
- D. '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.
- E. 'Digital KYC process' has to be carried out as stipulated in the PML Rules, 2005.
- F. KYC requirements for Foreign Portfolio Investors (FPIs) will be as specified by the concerned regulator from time to time.

### C. Clarification/Guidelines for filling Proof of Address [PoA]' section

- A. State/U.T Code and Pin/Post Code will not be mandatory for overseas addresses.
- B. Certified copy of document or equivalent e-document to be submitted.

## D. Clarification/Guidelines for filling 'Related Person Details' section

- A. Please mention two-digit 'country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-9999999999).
- B. Do not add '0' in the beginning of Mobile number.

### E. Clarification/Guidelines for filling 'Related Person Details' section

- 1. Personal Details
  - The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.
- 2. Proof of Address [PoA]
  - PoA to be submitted only if the submitted PoI does not have an address or address as per PoI is invalid or not in force.
  - State/U.T Code and Pin/Post Code will not be mandatory for Overseas addresses.
  - In case of deemed PoA such as utility bill, the document need not be uploaded on CKYCR
  - 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
- YC number of Related Person is available, no other details except 'Person Type' and 'Name of the Related' are required. C. If K
- Regulated Entity (RE) 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.

### F. Provision for capturing signature of multiple authorised persons is to be made by the RE.

### G. List of people authorized to attest the documents after verification with the originals:

- Authorised officials of Asset Management Companies (AMC).
- 2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
- 3. KYD compliant mutual fund distributors.
- 4. 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).
- 5. 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.
- 6. Government authorised officials who are empowered to issue Apostille Certificates.

### General instructions:

- 1. Self-Certification of documents is mandatory.
- Copies of all documents that are submitted need to be compulsorily self-attested by the applicant 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 list mentioned under [F].
- 3. If any proof of identity or address is in a foreign language, then translation into English is required duly attested by the official as indicated above
- 4. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
- 5. If current & permanent addresses 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 and overseas address proof is mandatory
- 8. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
- 9. 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.

# List of two digit state / U.T codes as per Indian Motor Vehicle Act, 1988

State/U.T	Code
Andaman & Nicobar	AN
Andhra Pradesh	AP
Arunachal Pradesh	AR
Assam	AS
Bihar	BR
Chandigarh	СН
Chhattisgarh	CG
Dadra and Nagar Haveli	DN
Daman & Diu	DD
Delhi	DL
Goa	GA
Gujarat	GJ
Haryana	HR

State/U.T	Code
Himachal Pradesh	HP
Jammu & Kashmir	JK
Jharkhand	JH
Karnataka	KA
Kerala	KL
Lakshadweep	LD
Madhya Pradesh	MP
Maharashtra	MH
Manipur	MN
Meghalaya	ML
Mizoram	MZ
Nagaland	NL
Orissa	OR

State/U.T	Code
Pondicherry	PY
Punjab	PB
Rajasthan	RJ
Sikkim	SK
Tamil Nadu	TN
Telangana	TS
Tripura	TR
Uttar Pradesh	UP
Uttarkhand	UA
West Bengal	WB
Other	XX

# List of ISO 3166 two digit Country Code

Country	Country Code	Country	Country Code	Country	Country Code	Country	Country Code
Afghanistan	AF	Dominican Republic	DO	Libya	LY	Saint Pierre and Miquelon	PM
Aland Islands	AX	Ecuador	EC	Liechtenstein	LI	Saint Vincent and the Grenadines	VC
Albania	AL	Egypt	EG	Lithuania	LT	Samoa	WS
Algeria	DZ	El Salvador	SV	Luxembourg	LU	San Marino	SM
American Samoa	AS	Equatorial Guinea	GO	Macao	MO	Sao Tome and Principe	ST
Andorra	AD	Eritrea	ER	Macedonia, the former Yugoslav Republic of	MK	Saudi Arabia	SA
Angola	AO	Estonia	EE	Madagascar	MG	Senegal	SN
Anguilla	AI	Ethiopia	ET	Malawi	MW	Serbia	RS
Antarctica	AQ	Falkland Islands (Malvinas)	FK	Malaysia	MY	Seychelles	SC
Antigua and Barbuda	AG	Faroe Islands	FO	Maldives	MV	Sierra Leone	SL
Argentina	AR	Fiji	FJ	Mali	ML	Singapore	SG
Armenia	AM	Finland	FI	Malta	MT	Sint Maarten (Dutch part)	SX
Aruba	AW	France	FR	Marshall Island	MH	Slovakia	SK
Australia	AU	French Guiana	GF	Martinique	MQ	Slovenia	SI
Austria	AT	French Polynesia	PF	Mauritania	MR	Solomon Island	SB
Azerbaijan	AZ	French Southern Territories	TF	Mauritius	MU	Somalia	SO
Bahamas	BS	Gabon	GA	Moyotte	YT	South Africa	ZA
Bahrain	BH	Gambia	GM	Mexico	MX	South Georgia and the South Sandwich Islands	GS
Bangladesh	BD	Georgia	GE	Micronesia, Federated States of	FM	South Sudan	SS
Barbados	BB	Germany	DE	Moldova, Republic of	MD	Spain	ES
Belarus	BB	Ghana	GH	Monaco	MC	Sri Lanka	LS
					MN	Sudan	SD
Belgium	BE	Gibraltar	GI	Mongolia			-
Belize	BZ	Greece	GR	Montenegro	ME	Suriname	SR
Benin	BJ	Greenland	GL	Montserrat	MS	Svalbard and Jan Mayen	SI
Bermuda	BM	Grenada	GD	Morocco	MA	Swaziland	SZ
Bhutan	BT	Guadeloupe	GP	Mozambique	MZ	Sweden	SE
Bolivia, Plurinational State of	BO	Guam	GU	Myanmar	MM	Switzerland	CH
Bonaire, Sint Eustatius and Saba	BQ	Guatemala	GT	Namibia	NA	Syrian Arab Republic	SY
Bosnia and Herzegovina	BA	Guernsey	GG	Nauru	MZ	Taiwan province of China	TW
Botswana	BW	Guinea	GN	Nepal	NP	Tajikistan	TJ
Bouvet Island	BV	Guinea-Bissau	GW	Netherlands	NL	Tanzania, United Republic of	ΤZ
Brazil	BR	Guyana	GY	New Caledonia	NC	Thailand	TH
British Indian Ocean Territory	IO	Haiti	HT	New Zealand	NZ	Timor-Leste	TL
Brunei Darussalam	BN	Heard Island and McDonald Islands	HM	Nicaragua	NI	Togo	TG
Bulgaria	BG	Holy See (Vatican City State)	VA	Niger	NE	Tokelau	TK
Burkina Faso	BF	Honduras	HN	Nigeria	NG	Tonga	то
Burundi	BI	Hong Kong	НК	Niue	NU	Trinidad and Tobago	TT
Cabo Verde	CV	Hungary	HU	Norfolk Island	NF	Tunisia	TN
Cambodia	KH	Iceland	IS	Northern Mariana Islands	MP	Turkey	TR
Cameroon	CM	India	IN	Norway	NO	Turkmenistan	TM
Canada	CA	Indonesia	ID	Oman	OM	Turks and Caicos Islands	TC
Cayman Islands	KY	Iran, Islamic Republic of	IR	Pakistan	PK	Tuvalu	TV
Central African Republic	CF	Iraq	IQ	Palau	PW	Uganda	UG
				Palestine. State of		-	
Chad	TD	Ireland	IE		PS	Ukraine	UA
Chile	CL	Isle of Man	IM	Panama Dana Nan Onizat	PA	United Arab Emirates	AE
China	CN	Israel	IL IT	Papua New Guinea	PG	United Kingdom	GB
Christmas Island	CX	Italy	IT	Paraguay	PY	United States	US
Cocos (Keeling) Islands	CC	Jamaica	JM	Peru	PE	United States Minor Outlying Islands	UM
Colombia	CO	Japan	JP	Philippines	PH	Uruguay	UY
Comoros	KM	Jersey	JE	Pitcaim	PN	Uzbekistan	UZ
Congo	CG	Jordan	JO	Poland	PL	Vanuatu	VU
Congo, the Democratic Republic of the	CD	Kazakhstan	KZ	Portugal	PT	Venezuela, Bolivarian Republic of	VE
Cook Islands	CK	Kenya	KE	Puerto Rica	PR	Viet Nam	VN
Costa Rica	CR	Kiribati	KI	Qatar	OA	Virgin Islands, British	VG
Cote d'Ivoire   Code d'Ivoire	CI	Korea, Democratic People's Republic of	KP	Reunion  Reunion	RE	Virgin Island, U.S.	VI
Croatia	HR	Korea, Republic	KR	Romania	RO	Wallis and Futuna	WF
Cuba	CU	Kuwait	KW	Russian Federation	RU	Western Sahara	EH
Curacao   Curacao	CW	Kyrgyzstan	KG	Rwanda	RW	Yemen	YE
Cyprus	CY	Lao People's Democratic Republic	LA	Saint Barthelemy   Saint Barthelemy	BL	Zambia	ZM
Czech Republic	CZ	Latvia	LV	Saint Bartheleniy   Saint Bartheleniy Saint Helena, Ascensino and Tristan da Cunha	SH	Zimbabwe	ZW
Denmark	DK	Lebanon	LU	Saint Helena, Ascensito and Tristan da Cunna Saint Kittsand Nevis	KN		200
Djibouti	DK	Lesotho	LB	Saint Lucia	LC		
•							
Dominica	DM	Liberia	LR	Saint Martin (French Part)	MF		



# SUPPLEMENTARY KNOW YOUR CLIENT (KYC) FORM The Application Form should be completed in English and in BLOCK LETTERS only.

Annexure to Application Form No.	Date : D D / M M / Y Y
I. UNITHOLDER INFORMATION	ARN-64917 EUIN-E434563
a. Name of First / Sole applicant Mr. Ms. Ms.	
b. PAN / PEKRN M a n d a t o r y	
2. FIRST/ SOLE APPLICANT OTHER DETAILS (Mandatory) (Refer instruction 1)	
Individual         Non - Individual           Is the company a Listed Company or Subsidiary of Listed Company or or Controlled by a Listed Company: (if No, please attaction)	h mandatory UBO declaration): 🗌 Yes 🗌 No
a. Status of First/ Sole Applicant [Please tick ( $\checkmark$ )]	
Resident Indian       NRI       PIO       HUF       Minor RI       Trust       Proprietorship       LLP       Partnership       Public Ltd. Co.         Societies       FOF       Body Corporate       Others (please specify)	Pvt. Ltd. Co. Non Profit Organisation
b. Occupation Details [Please tick ( $\checkmark$ )]	
Private Sector Service Public Sector Service Business Retired Government Sector Agriculturist Professional Fo     Others (please specify)	rex Dealer 🗌 Housewife 🛛 Student
c. Gross Annual Income (Rs.) [Please tick (√)]	
Below   Lac   1-5 Lacs 5-10 Lacs 10-25 Lacs >25 Lacs-1 crore >1 crore OR	
Networth in (Mandatory for Non-individual) ₹as on D   D   /   ►	(not older than I year)
d. Politically Exposed Person (PEP) Status:	
(Also applicable for authorised signatories/ Promoters/ Karta/ Trustee/ Whole time Directors): 🗌 I am PEP 🔲 I am Related to PEP 🗌	
e. For Non-Individual Investors involved/providing any of the mentioned services: Foreign Exchange/Money Changer Services Gaming / Gambling / Lottery / Casino Services Money Lending / Pawning None o	f the above
3. DETAILS OF SECOND APPLICANT, IF ANY (Refer Instruction 1)	
a. Name of Second applicant Mr. Ms. M/s.	
b. PAN / PEKRN M a n d a t o r y	
c. Occupation Details [Please tick ( $\checkmark$ )]	
Private Sector Service Public Sector Service Business Retired Government Sector Agriculturist Professional For	ex Dealer 🗌 Housewife 📄 Student
Others (please specify)	
d. Gross Annual Income (Rs.) [Please tick ( )]</td <td></td>	
Below I Lac       I-5 Lacs       5-10 Lacs       10-25 Lacs       >25 Lacs-1 crore       >1 crore       OR	
Networth in (Mandatory for Non-individual) ₹as on 0 0 7 1	I M / Y Y (not older than I year)
e. Politically Exposed Person (PEP) Status : I am PEP I am Related to PEP Not Applicable	
4. DETAILS OF THIRD APPLICANT, IF ANY (Refer Instruction I)	
a. Name of Third applicant Mr. Ms. M/s.	
b. PAN / PEKRN Mandator y	
c. Occupation Details [Please tick (1)]	
Private Sector Service Public Sector Service Business Retired Government Sector Agriculturist Professional For	ex Dealer 🗌 Housewife 📄 Student
□ Others (please specify) d. Gross Annual Income (Rs.) [Please tick (✓)]	
Below   Lac   1-5 Lacs 5-10 Lacs 10-25 Lacs >25 Lacs-1 crore >1 crore OR	
Networth in (Mandatory for Non-individual) ₹         e. Politically Exposed Person (PEP) Status : □ I am PEP □ I am Related to PEP □ Not Applicable	(not older than I year)
5. DECLARATION	
3. DECLARATION I/We declare that the information is to the best of my/our knowledge and belief, and is accurate and complete. I/We agree to notify Tata Mutual Fund/ T	ata Asset Management, I td. immediately in the event
of any charge in the information. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I/We and a war	- ,
Ist Unitholder Signature / Thumb Impression     2nd Unitholder Signature / Thumb Impression     3rd	Unitholder Signature / Thumb Impression

Mulla House, Ground Floor, M.G. Road, Fort, Mumbai - 400 001 Call: (022) 6282 7777 (Monday to Saturday 9:00 am to 5:30 pm) • SMS: TMF To 57575 • E-mail: enq\_T@camsonline.com

### INSTRUCTIONS

In accordance with SEBI Circular No. CIR/MIRSD/13/2013 dated December 26, 2013, the additional details viz. Occupation details, Gross Annual Income/networth and Politically Exposed Person (PEP)\* status mentioned under section 2 & 3 which was forming part of uniform KYC form will now be captured in the application form of the Fund. Also, the detail of nature of services viz. Foreign Exchange/Gaming/Money Lending, etc., (applicable for first/sole applicant) is required to be provided as part of Client Due Diligence (CDD) Process of the Fund.

### The said details are mandatory for both Individual and Non Individual applicants.

\*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.

#### 2. Ultimate Beneficial Owners(s)

Pursuant to SEBI Master Circular No. CIR/ISD/AML/3/2010 dated December 31, 2010 on Anti Money Laundering Standards and Guidelines on identification of Beneficial Ownership issued by SEBI vide its Circular No. CIR/MIRSD/2/2013 dated January 24, 2013, investors (other than Individuals) are required to provide details of **'Ultimate Beneficial Owner(s) (UBO(s))**'. In case the investor or owner of the controlling interest is a company listed on a stock exchange or is a majority owned subsidiary of such a company, the details of shareholders or beneficial owners are not required to be provided.

Non-individual applicants/investors are mandated to provide the details on 'Ultimate Beneficial Owner(s) (UBO(s))' by filling up the declaration form for 'Ultimate Beneficial Ownership' available on our website www.tatamutualfund.com



## TATA MUTUAL FUND Mulla House, Ground Floor, M.G. Road, Fort, Mumbai - 400 001 FATCA / FOREIGN TAX LAWS INFORMATION NON INDIVIDUAL FORM (Please consult your professional tax advisor for further guidance on FATCA & CRS classification)



## 1. Entity Details

## ARN-64917 EUIN-E434563

	1			
Name of the Entity				
Type of address given at KRA	Residential or Business	Residential	Business	Registered Office
	Address of tax residence would	be taken as available in	KRA database. In case of any c	hange, please approach KRA & notify the changes
Application No.			Folio No.	
PAN Number			Date of Incorporation	
City of Incorporation			Country of Incorporation	
Entity Constitution Type	Partnership Firm HUF	Private Limited		, , , .
Please tick the applicable tax resident declaration	Is "Entity" a tax resident of any country other than India: Yes No (If yes, please provide country/ies in which the entity is a resident for tax purposes and the associated Tax ID number below.)			
Country		Tax Identif	ication Number <sup>%</sup>	Identification Type (TIN or Other, please specify)
	ation Number is not available, tional equivalent is not availab			or Global Entity Identification Number or GIIN, etc.

In case the Entity's Country of Incorporation / Tax residence is U.S. but Entity is not a Specified U.S. Person, mention Entity's exemption code here \_\_\_\_\_\_\_\_\_\_\_ Please refer to para 3(vii) exemption code for U.S. persons in FATCA Instructions & Definitions

## 2. FATCA & CRS Declaration

PART	A (to be Filled by Financial Institutions or Dire	ect Reporting NFEs)		
☐ Direct reporting NFE <sup>4</sup> GIIN above		GIIN Note: If you do not have a GIIN but you are sponsored by another entity, please provide your sponsor's GIIN above and indicate your sponsor's name below Name of sponsoring entity		
GIIN not available (please tick as applicable) Applied for				
	If the entity is a Financial institution,	<ul> <li>Not required to apply for - please specify 2 digits sub-category<sup>10</sup></li> <li>Not obtained - Non-participating FI</li> </ul>		
PART	B (please fill any one as appropriate "to be fil	led by NFEs other than Direct Reporting NFEs")		
1	Is the Entity a listed company (that is, a company whose shares are regularly traded on an established stock exchanges)			
2	Is the Entity a related entity of a listed company (a company whose shares are regularly traded on an established stock			

	exchanges)	Name of listed company	
		Nature of relation: $\Box$ Subsidiary of the Listed Company $\Box$ Controlled by a Listed Company	
		Name of stock exchange	
3	Is the Entity an active <sup>1</sup> NFE	□ Yes □ No	
		Nature of Business	
		Please specify the sub-category of Active NFE	
4	Is the Entity a passive <sup>2</sup> NFE	Yes No (If yes, please fill UBO declaration in the next section.)	
		Nature of Business	

## 3. Ultimate Beneficial Ownership (UBO) Details for Passive NFE

# If passive NFE, please provide below additional details for each of controlling persons. (Please attach additional sheets if necessary)		
Name PAN / Any other Identification Number (PAN, Aadhar, Passport, Election ID, Govt. ID, Driving Licence, NREGA Job Card, Others) City of Birth - Country of Birth	Occupation Type - Service, Business, Others Nationality Father's Name - Mandatory if PAN is not available	DOB - Date of Birth Gender - Male, Female, Other
1. Name         PAN         City of Birth         Country of Birth         2. Name         PAN         City of Birth         City of Birth         Country of Birth         City of Birth         City of Birth	Nationality         Father's Name         Occupation Type         Nationality         Father's Name         Father's Name	DOB       OB       Female       Other         Gender       Male       Female       Other         DOB       Image: Comparison of the state of the
3. Name PAN City of Birth Country of Birth	Nationality Father's Name	Gender Male Female Other

# Additional details to be filled by controlling persons with tax residency / permanent residency / citizenship / Green Card in any country other than India: \* To include US, where controlling person is a US citizen or green card holder.

% In case Tax Identification Number is not available, kindly provide functional equivalent.

## 4. FATCA - CRS Terms and Conditions

The Central Board of Direct Taxes has notified Rules 114F & 114H, as part of the Income Tax Rules- 1962, which rules required Indian financial Institution such as the bank to seek additional personal, tax and beneficial owner information and certain certifications & documentation from all our accounts holders. In relevant cases, information will have to be reported to Tax authorities/appointed agencies. Towards compliance, we may also be requested to provide information to any institutions such as withholding agents for the purpose of ensuring appropriate withholding from the account or any proceeds in relation thereto.

Should there be any change any information provided by you, please insure your advice us promptly, i.e. within 30 days.

If any controlling person of any utility is US citizen or Green card holder, please include United States in the foreign country information field along with the US Tax Identification number.

It is mandatory to supply a TIN or functional equivalent if the country in which you are tax resident issued such identification. If no, TIN is yet available or has not been issued, please provide an explanation and attach this to the form.

## 5. Declaration and Signatures

I/We have understood the information requirements of this Form (Read along with FATCA & CRS Instructions) and hereby confirm that information provided by me / us on this Form is true, correct & complete. I/We also confirm that I/We have understood the FATCA & CRS Terms & Conditions below and thereby accept the same.

Place: \_\_\_\_\_

Date: D D / M M / Y Y Y Y

(Note:The Guidance Note/notification issued by the CBDT shall prevail in respect to interpretation of the terms specified in the form)

- Financial Institution (FI) The term FI means any financial institution (i) that is a Depository Institution, Custodial Institution, Investment Entity or Specified Insurance company, as defined.
  - Depository institution: is an entity that accepts deposits in the ordinary (ii) course of banking or similar business.
  - Custodial institution: is an entity that holds as a substantial portion of (iii) its business, holds financial assets for the account of others and where it's income attributable to holding financial assets and related financial services equals or exceeds 20 percent of the entity's gross income during the shorter of-

The three financial years preceding the year in which determination (i) is made: or

The period, during which the entity has been in existence, whichever (ii) is less.

- (iv) Investment entity is any entity:
  - That primarily conducts a business or operates for or on behalf of (a) a customer for any of the following activities or operations for or on behalf of a customer
  - Trading in money market instruments (cheques, bills, certificates of (i) deposit, derivatives, etc.); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading; or
  - Individual and collective portfolio management; or (ii)
  - Investing, administering or managing funds, money or financial (iii) asset or money on behalf of other persons;
  - or

1

- The gross income of which is primarily attributable to investing, (b) reinvesting, or trading in financial assets, if the entity is managed by another entity that is a depository institution, a custodial institution, a specifi ed insurance company, or an investment entity described above. An entity is treated as primarily conducting as a business one or more of the 3 activities described above, or an entity's gross income is primar-ily attributable to investing, reinvesting, or trading in financial assets of the entity's gross income attributable to the relevant activities equals or exceeds 50 percent of the entity's gross income during the shorter of :
- (i) The three-year period ending on 31 March of the year preceding the year in which the determination is made; or
- The period during which the entity has been in existence. (ii)

The term "Investment Entity" does not include an entity that is an active non-financial entity as per codes 04, 05, 06 and 07 - refer point 2c.)

Specified Insurance Company: Entity that is an insurance company (or the (v) holding company of an insurance company) that issues, or is obligated to make payments with respect to, a Cash Value Insurance Contract or an Annuity Contract

1 (vi) FI not required to apply for GIIN: Refer Rule 114F(5) of Income Tax Rules, 1962 for the conditions to be satisfied as "Non- Reporting Financial Institution and Guidance issued by CBDT in this regard		
A. Reasons	why FI not required to apply for GIIN:	
Code	Sub-category	
01	Governmental Entity, International Organization or Central Bank	
02	Treaty Qualified Retirement Fund; a Broad Participation Retirement Fund; a Narrow Participation Retirement Fund; or a Pension Fund of a Governmental Entity, International Organization or Central Bank	
03	Non-public fund of the armed forces, an employees' state insurance fund, a gratuity fund or a provident fund	
04	Entity is an Indian FI solely because it is an investment entity	
05	Qualified credit card issuer	
06	Investment Advisors, Investment Managers & Executing Brokers	
07	Exempt collective investment vehicle	
08	Trust	
09	Non-registering local banks	
10	FFI with only Low-Value Accounts	
11	Sponsored investment entity and controlled foreign corporation	
12	Sponsored, Closely Held Investment Vehicle	

(A) to 114F (	n-financial entity (NFE) : (any one of the following): Refer Explanation (6) of Income Tax Rules, 1962 for details
Code	Sub-category
01	Less than 50 percent of the NFE's gross income for the preceding financial year is passive income and less than 50 percent of the assets held by the NFE during the preceding financial year are assets that produce or are held for the production of passive income;
02	The stock of the entity is regularly traded on an established securities market or the non-financial entity is a related entity of an entity, the stock of which is regularly traded on an established securities market
03	The NFE is a Governmental Entity, an International Organization a Central Bank , or an entity wholly owned by one or more of the foregoing;
04	Substantially all of the activities of the NFE consist of holding (in whole or in part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution, except that an entity shal not qualify for this status if the entity functions as an investment fund such as a private equity fund, venture capital fund, leveraged buyou fund, or any investment vehicle whose purpose is to acquire or func companies and then hold interests in those companies as capita assets for investment purposes;
05	The NFE is not yet operating a business and has no prior operating history, but is investing capital into assets with the intent to operate a business other than that of a Financial Institution, provided that the NFE shall not qualify for this exception after the date that is 24 months after the date of the initial organization of the NFE;
06	The NFE was not a Financial Institution in the past five years, and is in the process of liquidating its assets or is reorganizing with the inten to continue or recommence operations in a business other than that of a Financial Institution;
07	The NFE primarily engages in financing and hedging transactions with, or for, Related Entities that are not Financial Institutions, and does not provide financing or hedging services to any Entity that is no a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financia Institution;
08	Any NFE that fulfills all of the following requirements:
	<ul> <li>It is established and operated in India exclusively for religious charitable, scientific, artistic, cultural, athletic, or educationa purposes; or it is established and operated in India and it is a professional organization, business league, chamber o commerce, labor organization, agricultural or horticultura organization, civic league or an organization operated exclusively for the promotion of social welfare;</li> </ul>
	It is exempt from income tax in India;
	<ul> <li>It has no shareholders or members who have a proprietary o beneficial interest in its income or assets;</li> </ul>
	The applicable laws of the NFE's country or territory of residence of the NFE's formation documents do not permit any income or assets of the NFE to be distributed to, or applied for the benefit of, a private person or non-charitable Entity other than pursuant to the conduc of the NFE's charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the NFE has purchased; and
	The applicable laws of the NFE's country or territory of residence or the NFE's formation documents require that, upon the NFE's liquidation or dissolution, all of its assets be distributed to a governmental entity or other non-profit organization, or escheat to the government of the NFE's country or territory of residence or any political subdivision thereof.
	Explanation For the purpose of this sub-clause, the following shal be treated as fulfilling the criteria provided in the said sub-clause namely:-
	(i) an Investor Protection Fund referred to in clause (23EA);
	<ul> <li>a Credit Guarantee Fund Trust for Small Industries referred to in clause 23EB; and</li> </ul>
	<ul> <li>(iii) an Investor Protection Fund referred to in clause (23EC), o section 10 of the Act;</li> </ul>
. Other def	
Related e An enti	entity ty is a 'related entity' of another entity if either entity controls the othe
entity, c include	or the two entities are under common control For this purpose, contr s direct or indirect ownership of more than 50% of the votes and value
an entit ) Passive	

The term passive NFE means

- (i) any non-financial entity which is not an active non-financial entity; or
- an investment entity defined in clause 1(iv)(b) of these instructions (ii)
- (iii) a withholding foreign partnership or withholding foreign trust;

### (iii) Passive income

The term passive income includes income by way of:

- (1) Dividends,
- (2) Interest
- (3) Income equivalent to interest,
- (4) Rents and royalties, other than rents and royalties derived in the active conduct of a trade or business conducted, at least in part, by employees of the NFE
- (5) Annuities
- (6) The excess of gains over losses from the sale or exchange of financial assets that gives rise to passive income
- (7) The excess of gains over losses from transactions (including futures, forwards, and similar transactions) in any financial assets,
- (8) The excess of foreign currency gains over foreign currency losses
- (9) Net income from swaps
- (10) Amounts received under cash value insurance contracts But passive income will not include in case of a non-financial entity that regularly acts as a dealer in financial assets, any income from any transaction entered into in the ordinary course of such dealer's business as a such dealer.
- (iv) Controlling persons are natural persons who exercise control over an entity and includes a beneficial owner under sub-rule (3) of rule 9 of the Prevention of Money-Laundering (Maintenance of Records) Rules, 2005.

In determining the Beneficial Owner, the procedure specified in the following circular as amended from time to time shall be applied, namely:-

- (i) DBOD.AML.BC. NO.71/14.01.001/2012-13, issued on the 18th January, 2013 by the Reserve Bank of India; or
- CIR/MIRSD/2/2013, issued on the 24th January, 2013by the Securities and Exchange Board of India; or
- (iii) IRDA/SDD/GDL/CIR/019/02/2013, issued on the 4th February, 2013 by the Insurance Regulatory and Development Authority.

In the case of a trust, the controlling person means the settlor, the trustees, the protector (if any), the beneficiaries or class of beneficiaries, and any other natural person exercising ultimate effective control over the trust. In the case of a legal arrangement other than a trust, the said expression means the person in equivalent or similar positions

(A) Controlling Person Type:		
Code	Sub-category	
01	CP of legal person - ownership	
02	CP of legal person - other means	
03	CP of legal person - senior managing official	
04	CP of legal arrangement - trust - settlor	
05	CP of legal arrangement - trust - trustee	
06	CP of legal arrangement - trust - protector	
07	CP of legal arrangement - trust - beneficiary	
08	CP of legal arrangementtrust-other	
09	CP of legal arrangement - Other - settlor equivalent	
10	CP of legal arrangement - Other - trustee equivalent	
11	CP of legal arrangement - Other - protector equivalent	
12	CP of legal arrangement - Other - beneficiary equivalent	
13	CP of legal arrangement - Other - other equivalent	
14	Unknown	

(v) Specified U.S. person – A U.S person other than the following:

 a corporation the stock of which is regularly traded on one or more established securities markets;

- (ii) any corporation that is a member of the same expanded affiliated group, as defined in section 1471(e)(2) of the U.S. Internal Revenue Code, as a corporation described in clause (i);
- (iii) the United States or any wholly owned agency or instrumentality thereof;
- (iv) any State of the United States, any U.S. Territory, any political subdivision of any of the foregoing, or any wholly owned agency or instrumentality of any one or more of the foregoing;
- (v) any organization exempt from taxation under section 501(a) of the U.S. Internal Revenue Code or an individual retirement plan as defined in section 7701(a)(37) of the U.S. Internal Revenue Code;
- (vi) any bank as defined in section 581 of the U.S. Internal Revenue Code;
- (vii) any real estate investment trust as defined in section 856 of the U.S. Internal Revenue Code;
- (viii) any regulated investment company as defined in section 851 of the U.S. Internal Revenue Code or any entity registered with the U.S. Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. 80a-64);
- (ix) any common trust fund as defined in section 584(a) of the U.S. Internal Revenue Code;
- (x) any trust that is exempt from tax under section 664(c) of the U.S. Internal Revenue Code or that is described in section 4947(a)(1) of the U.S. Internal Revenue Code;
- a dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any State;
- (xii) a broker as defined in section 6045(c) of the U.S. Internal Revenue Code; or
- (xiii) any tax-exempt trust under a plan that is described in section 403(b) or section 457(g) of the U.S. Internal Revenue Code.
- (vi) Direct reporting NFE

A direct reporting NFE means a NFE that elects to report information about its direct or indirect substantial U.S. owners to the IRS.

Exemption code for U.S. persons (Refer 114(9) of Income Tax Rules, 1962 for details		
Code	Sub-category	
A	An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)	
В	The United States or any of its agencies or instrumentalities	
С	A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities	
D	A corporation the stock of which is regularly traded on one or more established securities markets, as described in Reg. section 1.1472-1(c) (1)(i)	
E	A corporation that is a member of the same expanded affiliated group as a corporation described in Reg. section 1.1472-1(c)(1)(i)	
F	A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state	
G	A real estate investment trust	
Н	A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940	
I	A common trust fund as defined in section 584(a)	
J	A bank as defined in section 581	
к	A broker	
L	A trust exempt from tax under section 664 or described in section $4947(a)(1)$	
М	A tax exempt trust under a section 403(b) plan or section 457(g) plan	