

KYC UPDATE FORM

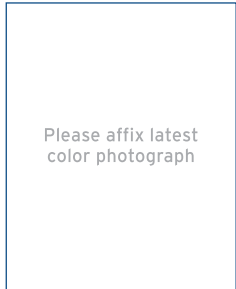
Kindly fill in BLOCK LETTERS only

CUSTOMER DETAILS (MANDATORY)

Name of Account Holder :

Date of Birth :

PAN No. : Nationality :



Relationships with the Bank :

Savings Account Credit Cards Loans

<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Number #1	Credit Card Number #1	Loan Number #1
<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Number #2	Credit Card Number #2	Loan Number #2
<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Number #3	Credit Card Number #3	

Annual income (₹) : Less than 2L 2L - 5L 5L - 10L 10L & Above

Occupation Information (Please tick one) :

Salaried Retired Home Maker Student Unemployed Business Owners*
 Self-Employed Professional* Others* *(Please specify) _____

CONTACT DETAIL CHANGE (OPTIONAL)

Only if your existing account details need to be updated

The below mentioned new address is my : Residential Address Office Address

Please fill your new mailing address (for changing mailing address please submit one of the documents mentioned overleaf as proof)

Line 1 :

Line 2 :

City : State :

Country : PIN/ZIP(mandatory):

Please Note: For accounts with Joint signature rule, a separate instruction signed by all holders needs to be submitted for address change.

E-Mail Address :

Phone (Mobile) :

Phone (Res) :

Phone (Off) :

Please tick this box if you would like to receive your Statements and all other advices electronically.

DECLARATION (MANDATORY)

I declare that the above information provided by me is correct, and the document(s)* submitted is(are) valid as of this date. In case my address changes, I confirm that I will intimate the bank of the new address within two weeks of such a change.

Signature to be as per the bank records

Signature of Account Holder _____ Date:

*For list of acceptable documents, please see overleaf.

Please note all the holders in the account need to fill the KYC Update form and submit it to the nearest branch , in person.

List of acceptable documents :

IDENTITY PROOF (Any one of below documents)

- ✓ Pan Card
- ✓ Driver's License
- ✓ Voter's ID Card
- ✓ Passport
- ✓ Aadhaar Card

ADDRESS PROOF (Any one of below documents)

- ✓ Valid Passport / Driver's License/Voter's ID Card /Aadhaar Card
- ✓ Utility Bill not more than 3 months old with name and address (Landline Telephone Bill, Mobile Bill, Electricity Bill, Water or Gas Bill)
- ✓ Lease Deed/ Rent agreement Copy/ Property Registration Document in the name of the Customer
- ✓ Bank account statement printed on bank's letterhead, not more than 3 months old, signed and stamped by existing banker. However if this statement is a computer generated, the stamp and signature of the official is optional. Please note Citibank Statements will not be considered as address proof

FOR OFFICE USE ONLY

Originals verified & Returned Employee name: Designation:
 Copies of documents collected Signature: Stamp with Emp ID:

For Proof of Identity:

- Passport UID (Aadhaar) Voter ID Driving License PAN Card

For Proof of Address:

- Passport UID (Aadhaar) Driving License Latest Water Bill Latest Gas Bill
 Registered Agreement Voter Identity Card Latest Bank A/c Statement / Passbook Latest Telephone Bill
 Latest Electricity Bill

Employment Information:

I please fill the appropriate Occupation code number based on description provided by customer

CDD Case Number: (Only for High Risk)

In Person meeting at: Mailing Address Non-Mailing Address Branch

Corporate Address: (only for Suvidha Salary)

Date and Time of meeting :

Name & signature of Employee :

(Please affix stamp with Emp.ID)