

## REKYC/KYC UPDATION (CORPORATE)

Details of the Entity:

Account No: \_\_\_\_\_

Branch: \_\_\_\_\_

Customer No: \_\_\_\_\_

CKYC No. generated in NKGSB BANK: \_\_\_\_\_

Entity Name: \_\_\_\_\_

**Constitution**

☐ HUF ☐ Private/Public Trust ☐ Govt/Semi Govt. Body ☐ Partnership Firm ☐ Proprietorship ☐ Non-Scheduled Co-op. Bank  
☐ Pvt/Public Ltd. Co. ☐ Registered Soc. ☐ Club/Association ☐ Other \_\_\_\_\_ (Specify)

Business (Please specify nature of Activity): \_\_\_\_\_

PAN No. : \_\_\_\_\_

Date Of Incorporation: \_\_\_\_\_

Current Address: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

E-mail Id: \_\_\_\_\_

Self attested copy of Documents submitted for change in KYC details:

- 1) \_\_\_\_\_ 2) \_\_\_\_\_  
3) \_\_\_\_\_ 4) \_\_\_\_\_

Declaration :

- I/We hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I/We undertake to inform you of any change therein immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I/We am/are aware that I/We may be held liable for it.
- I/We hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/ email address.

Signatures of Authorized Signatories along with Entity Stamp:

\_\_\_\_\_

Branch Stamp, Signature & EMP Code Of  
Of Branch Official

Branch Stamp, Signature & EMP Code  
of CPC DEPT Official

	<b>CHECKLIST FOR RE-KYC(CORPORATE/ENTITY)</b>	Please Tick
1	Branch Attestation on on all Supporting Documents	
2	Branch Round Stamp on Photo on form	
3	Signature of Applicant/s is uniform on all the Forms and Documents.	
	Sign Mismatch Declaration (if Signature differs with the PAN Card)	
4	Self attestation done on all Supporting Documents	
5	Entity FATCA Form is duly filled and signed in appropriate fields	
6	Thumb Impression-	
	RHT (Female) or LHT (Male) is mentioned next to the Thumb Impression	
	Witness signature done (withness should be account holder of our bank) write account number	
7	Title of Account matches with the Business Proof and Supporting Documents	
8	Latest identical colour photos of Applicant without Cap, Sunglasses, on form (Proper Passport Size Photo- No Selfies, No Sideways photo)	
9	Business Address matches with Address Proof submitted ( as per OVD ) Communication Address Proof of the Entity if it is different mentioned on Certificate of Registration	
10	<b>FULL</b> DOB mentioned on all Documents is same	
11	PAN of the Entity is obtained and PAN Validation copy attached	
12	Any TWO Business Activity Proof attached issued by Government Authority/Department as Registration License Document	
13	Regulatory License/Permission Copy related to the Nature of Business attached (Food and Drugs License, Liquor License, Medical Council Certificate, Registration Certificate issued by Registrar of Firms/LLP/Companies/Societies/Charity Commissioner in case of Trust/Societies engaged in Charitable Work, Recognition Certificate in case of Educational Institutions)	
14	Extract Copy of Resolution (signature of all authorised signatories)	
15	Latest Annual Report in case of Co-Operative Credit Societies/Bank	
16	Society/Association/Club Bye Laws, or declaration taken that Society/Association/Club follow the Model Bye Laws	
17	Rubber Stamp matches exactly with Proof and Title of the Account	
18	Partnership Deed (If LLP, LLP Incorporation Certificate and LLP Agreement)	
19	Incorporation Certificate, Memorandum of Association, Articles of Associations, List of Directors from MCA Website in case of Companies/ List of Member of The Managing Committee/The Managing Council in case of Societies/Associations/Clubs	
20	Copy of one Valid ID Proof and Address Proof of each of the Authorised Signatories in case of Companies	
21	Rules and Regulations/Memorandum/Nyapan in case of Clubs, Associations	
22	HUF Deed/Declaration ( In case any of the Coparceners are minor then Guardian's Signature obtained on behalf of the Minor mentioning the Date of Birth of the Minor)	
23	Trust Deed	
24	Schedule III for latest list of Present Trustees	
25	Recognition Certificate from Education Department in case of Educational Institution	
26	Sign Mismatch Declaration (if Signature differs with the PAN Card)	
27	Mode of Operation is as per Document submitted (Partnership Deed/LLP Agreement/Resolution/Declaration)	
28	In case of POA has been granted for Account Operations, Valid photo, ID Proof and Address Proof of the POA Holder is submitted	
29	Beneficial Ownership Declaration is submitted.	
30	MCA report to check whether the applicant is enjoying credit facility in any other bank. (MCA services-Master Data- view company or LLP master data)	
<div> <div>Branch Officer</div> <div>Branch Incharge</div> </div>		