

A. Identity Details

1. Name of the Applicant (*Please write complete name as per Certificate of Incorporation/Registration; leaving one box blank b/w 2 words*)

--	--

2a. Date of Incorporation

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 2b. Place of Incorporation _____

3. Registration No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

4. Date of commencement of business

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

5. Status Pvt Ltd. Company Ltd. Company HUF Firm

Please Tick (v) Trust / Charities / NGOs OthersSpecify.....

6. Permanent A/C No. (Mandatory)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please attach the duly attested copy of your PAN Card

Kindly affix a recent passport size colored photograph of Authorised Signatory & sign Across It.

B. Property Details

(Kindly fill in separate blocks for multiple property in different projects.)

Project Name		Property Code		Customer ID	
Project Name		Property Code		Customer ID	
Project Name		Property Code		Customer ID	

C. Address Details

1. Address for Correspondence

City/Town/ Village _____ PIN _____

2. Contact Details

Tel(Off)	
Mobile	Tel(Res)
Email Id	Fax

3. Registered Office Address

City/Town/ Village _____ PIN _____

4. Proof of Address to be provided by the applicant. *Please submit ANY ONE of the following valid documents and tick (v) against the same*

- Latest Telephone Bill
 Latest Electricity Bill
 Latest Bank A/C Statement
 Registered Lease/ Sale Agreement of Office Premises
 Any Other Proof of Address Document

D. Other Details

1. Gross Annual Income Details (Please Tick(v))
 1-5 lacs 5-10 Lacs 10-25 Lacs 25-50 Lacs
 50-100 Lacs > 1 Crore

2. Name, PAN, DIN/UID, residential address and photographs of Promoters/Partners/Trustees/Whole time directors (Please use the Annexure to fill in the details)

3. Any other Information:

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 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 _____

Signature of Authorised Person(s)

For Office Use Only

In person verification carried out on		at		am/pm	by	
Name of the Official	Signature with Stamp					
Designation						
Originals Verified <input type="checkbox"/>						

GUIDELINES FOR FILLING UP THE KYC APPLICATION FORM

- The Application Form should be completed in **ENGLISH** and in **BLOCK LETTERS** in **BLACK INK** only.
- Please **tick** in the **appropriate box** wherever applicable.
- Please fill the form in **legible handwriting** so as to avoid errors in your application processing. Please **do not overwrite**. Corrections should be made by canceling and re-writing, and such corrections should be countersigned by the applicant.
- The **name in the KYC Form** should **match exactly with the name as mentioned in the PAN Card** and other supporting documents; otherwise the Application is liable to be rejected.
- If the PAN Card and other supporting documents has a name by which the applicant has been known differently in the past, than the one provided in this Application Form, then requisite proof should be provided, e.g. Name Change Certificate.
- It is **MANDATORY** to mention your PAN in the space provided and attach a self attested photocopy of the PAN Card. Please also submit your original PAN Card which will be returned across the counter after verification.
- While furnishing Gross Annual Income details, please tick the applicable box indicating your Gross Annual Income (including both taxable and tax-free incomes).
- All documents indicated here are MANDATORY. Please ensure that you submit the documents as under:
- Original Documents + Self-attested photocopies (Originals will be returned after verification) **OR**
- True Copies attested by Company Secretary / Director / Notary Public / Gazetted Officer / Manager of a Scheduled Commercial Bank (Name, Designation and Seal should be affixed on the copy).
- Unattested photocopies of an original document or of notarized copies are not acceptable.
- If the above documents including Attestation / certifications are in regional language or foreign language then the same must be translated into English for submission.
- After you have completed filling up the Form, please submit the same along with the entire set of supporting documents to designated Person. Please do submit a photocopy of the Form for acknowledgement purposes, which you can retain for your records.

Mandatory Certified Documents to be Submitted (As Applicable) <i>(Please Tick(✓) against the documents attached)</i>	
1. Hindu Undivided Family (HUF)	<input type="checkbox"/> Deed of Declaration
	<input type="checkbox"/> Latest Bank Passbook/ Account Statement
2. Company/ Corporate	<input type="checkbox"/> Certificate of Incorporation
	<input type="checkbox"/> Memorandum of Articles of Association
	<input type="checkbox"/> Resolution of Board of Directors
	<input type="checkbox"/> Authorized Signatory list with Specimen Signature
3. Partnership Firm	<input type="checkbox"/> Certificate of registration
	<input type="checkbox"/> Partnership Deed
	<input type="checkbox"/> Documents evidencing authority to invest
	<input type="checkbox"/> Authorized Signatory List with Specimen Signature
4. Trust/ Charity/ NGO	<input type="checkbox"/> Certificate of registration
	<input type="checkbox"/> Trust deed
	<input type="checkbox"/> Authorized Signatory list with Specimen Signature

For Any Queries feel free to call at 1800-102-0064 Within India / International customers call at 9999999843 or Mail us at: care@omaxe.com