## **Checklist of documents for Individuals**

Sr. No	Document Required		No of copies required
1	PAN (Mandatory)		2
2	Address Proof (Any One)	Aadhar	2
		Valid Passport	
		Voter ID Card	
		Utility Bill – Electricity Bill, Telephone Bill, etc	
		Bank Statement	
		Driving License	
3	Bank Account Proof (Any One)	Bank Statement	1
		Cancelled Cheque copy	
4	Nominee ID Proof	PAN copy	2

<sup>\*</sup> If the client is **KYC Compliant**, we would only need the **PAN details** for the client. No physical copies of ID and Address proof required.

We shall download the KYC documents from the portal and a confirmation email will go to the client automatically stating that the KYC documents have been downloaded.

\* If the client is **C-KYC Compliant**, we would need **C-KYC Number** for the client. No physical copies of ID and Address proof required.

We shall download the KYC documents from the portal and a confirmation email will go to the client automatically stating that the KYC documents have been downloaded.

\* If the client is **NOT compliant** under any of the above KYC mandates, we will need to perform an *In- Person Verification (IPV)* either personally or via a video mode. (Video verification mode is under process, shall share the details at the earliest)

## Instructions to be followed

1	All the documents to be provided for all the Applicants		
2	All the documents to be Self Attested by the respective Applicants		
3	Clear and Legible copies will be accepted		
4	Aadhaar number to be masked and only last four digits to be visible. You may just strike off the		
	first 8 digits of the Aadhaar number in the copy.		
5	Photographs to be affixed and signed across wherever mentioned. Please use latest photographs		
6	Sign Here Signature Indicators are as follows:  Sign Here Signature for the First Applicant  Sign Here Signature for the Second Applicant  Sign Here Signature for the Witness		
	Signification of the second of		
7	Demat Account opening form to be filled as per the Dummy Demat form provided to avoid any		
	discrepancies		

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