

**KYC FORM**

**CUSTOMER INFORMATION UPDATION**

(FOR EXISTING AND NEW CUSTOMERS)

Name of Branch : \_\_\_\_\_

Date: \_\_\_/\_\_\_/20

Account Number : \_\_\_\_\_

Name of the customer : \_\_\_\_\_

Customer ID/CIF : \_\_\_\_\_

Please affix your latest  
Passport Size  
Photograph with  
signature across the  
photograph

Please  appropriate box below:

- a.  There is no change in my address  
b.  I wish to change my address/contact detail as below

	Existing	Proposed ( If b is selected)
Address		
Mobile No / Phone No		
E-mail ID		
CKYC ID Number (*Mandatory) -		
Identity Proof (name & number of document)		
Residence Proof		

\*If CKYCR number is not provided by the customer, branch should check for the CKYCR number in CBS/CERSAI PORTAL.

I hereby declare that there is no change in existing status of my KYC Information which was provided at the time of opening the account / last KYC updation except my address details for which I am providing my self-declared current address to the bank as under:

- a. I had already submitted my Aadhaar number voluntarily to the bank for identification purpose and had voluntarily given my consent to use Aadhaar details for authentication from UIDAI. I further state that, my address available on Aadhaar is different from my current Address for which I am giving my self-declared Current Address to the Bank.

OR





b. I am providing my Self-Declared Current Address to the Bank along with copy of an OVD with current address.

I undertake the responsibility to declare and disclose immediately and in no case beyond 30 days from the date of change, any changes that may take place in the information provided herein/or otherwise, as well as in the documentary evidence provided by me or if any certification becomes incorrect or undergoes a change. In case 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.

Date: .....  
Place: .....

Signature/Thumb Impression of Customer  
Name .....

For Office Use only

1. Certified that KYC Documents of the Customer available with the Bank are as per current Customer Due Diligence (CDD) Standards.
2. CKYCR Number of the customer is available in Bank records.
3. PAN details (if available) have been verified from database issuing authority.
4. Information submitted by the customer verified & KYC date entered in CBS.

Maker.....  
PF No.....

Checker.....  
PF No.....

KYC DOCUMENTS – OVD :- PASSPORT, DRIVING LICENSE, VOTER ID CARD, ADHAAR, JOB CARD BY NREGA DULY SIGNED BY AN OFFICER OF THE STATE GOVERNMENT & LETTER ISSUED BY NATIONAL POPULATION REGISTER

**ACKNOWLEDGEMENT**

We acknowledge the receipt of KYC documents for your  
CIF \_\_\_\_\_

Date: \_\_\_\_\_

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

(Name & Signature with Bank Seal)

