

Application for change in adress (For Individuals Only)

Date:

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DP ID:

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Client ID:

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I/We hold Demat account/s with you. I/We request you to update my/our new address as given below. I/We hereby authorize one of the account holder (S) to submit the request.

I/We authorise ICICI Bank Demat services to make changes in the Demat account, KRA records and linked trading account (if any) on the basis of the information filled in the attached Annexure I (KRA modification form)

Mobile number updated will be registered for the SMS alert facility.

The mobile number belongs to ☐ Self ☐ Spouse ☐ Dependent Parent ☐ Dependent Children

The email Id belongs to ☐ Self ☐ Spouse ☐ Dependent Parent ☐ Dependent Children

* If the email address updated in the KRA form is different from the one mentioned in the demat account, same will be updated for all future correspondence.

DP ID:

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Client ID:

Client ID:

Client ID:

Client ID:

[illegible][illegible][illegible]

(SIGNATURE OF SOLE/FIRST HOLDER)

(SIGNATURE OF SECOND HOLDER)

(SIGNATURE OF THIRD HOLDER)

Instructions/Guidelines for filling Individual KYC Application Form

A. General Instructions:

1. Self-attestation of documents is mandatory.
2. Copies of all documents that are submitted need to be compulsorily self-attested by the applicant and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per below list mentioned list.
3. If any proof of identity or address is in a foreign language, then translation into English is required.
4. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
5. If correspondence & permanent addresses are different, then proofs for both have to be submitted.
6. Sole proprietor must make the application in his individual name & capacity.
7. For non-residents and foreign nationals, (allowed to trade subject to RBI and FEMA guidelines), copy of passport/PIOCard/OCI Card and overseas address proof is mandatory.
8. For foreign entities, CIN is optional; and in absence of DIN no. for the directors, their passport copy should be given.
9. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
10. For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board/ Passport of Minor/Birth Certificate must be provided.
11. Politically exposed persons (PEP) are defined as individuals who are or have been entrusted with prominent public functions in a foreign country e.g., Head of State or of Government, senior politician, senior government/judiciary/military officer, senior executive of state owned corporation, important political party official, etc.

B. Proof of Identity (POI):

- ☐ PAN card with photograph is mandatory for all applicants except those who are specifically exempt from obtaining PAN (listed in Section D).
- ☐ Original Verified Documents (OVD) are acceptable: Unique Identification Number (UID) (Aadhaar) / Passport / Voter ID card / Driving License / Letter issued by NPR / NREGA job card

- ☐ If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.
- ☐ Mention identification / reference number if 'Z – Others (any document notified by the central government)' is ticked.
- Others – Identity card with applicant's photograph issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.

C. Proof of Address (POA):

- ☐ PoA to be submitted only if the submitted Pol does not have an address or address as per Pol is invalid or not in force.
- Others includes – Utility bill which is not more than 3 months old of any service provider (electricity, landline telephone, piped gas, water bill); Bank account or Post Office savings bank account statement; Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India
- Identity card/document with address issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members.
- ☐ Self declaration of High courts/Supreme court judges, giving the new address in respect of their own accounts.
- ☐ For FI/Sub account, Power of attorney given by FI/Sub account to the custodians (which are duly notarized and/or apos-tilled or consularized) that gives registered address should be taken.
- ☐ Proof of address in name of spouse may be accepted.
- ☐ Registered lease or Sale agreement/ Flat maintenance bill / Insurance copy / Ration card / Latest Property tax
- ☐ Original Verified Documents (OVD) are acceptable: Unique Identification Number (UID) (Aadhaar) / Passport / Voter ID card / Driving License / Letter issued by NPR / NREGA job card

*For NRI customers, In person verification required of NRIs, authorized officials of overseas branches of Scheduled commercial Banks registered in India, notary Public, Court Magistrate, Judge, Indian Embassy /Consulate in the country where the client resides are permitted to attest the documents.

CHECKLIST

Items to be checked	Action to be initiated by the btanch	Tick for verification by the Bank
Signature	Signature of all holders is present on the form	☐ Checked
Proof of Address (self-attested photocopy with original for verification)	Address proof of primary holder is verified with original and the "Verified with Original" stamp is affixed	☐ Checked
Proof of Identity (self-attested photocopy with original for verification)	- Identity of the account holder is verified - In-person verification stamp is affixed on the form	☐ Checked
Status of account	Address modification request for a closed account Should not be accepted.	☐ Checked
KRA modification form	Need to check if customer has filled the KRA modification form	☐ Checked

To be filled in by ICICI Bank officials

SDO Code : SDO Name : INDOC No:
 Date: Bank Branch Seal:

SIGNATURE OF BANK OFFICIALS

Acknowledgement

We have received your address change request for:

DP ID:

Client ID:

Client ID:

Client ID:

Client ID:

Demat A/c holder's Name _____

Received by _____

Bank Official Signature _____ Branch _____ SR No _____

Date

Know Your Client (KYC)**Application Form (For Individuals Only)**

Please fill the form in ENGLISH and in BLOCK letters

Fields marked * are mandatory

Fields marked are pertaining to CKYC and mandatory only if processing CKYC also

Application Number: _____

Application Type*: ☐ New KYC ☐ Modification KYC**1. Identity Details** (please refer guidelines overleaf)

PAN* _____

Please enclose a duly attested copy of your PAN Card

Name* (same as ID proof) _____

Maiden Name* (if any) _____

Fathers/Spouse's Name* _____

Date of Birth* _____

Gender*

☐ Male☐ Female☐ Transgender

Marital Status*

☐ Single☐ Married

Nationality*

☐ Indian☐ Other _____☐ Resident Individual☐ Non Resident Indian

Please Tick (✓)

☐ Foreign National☐ Person of Indian Origin+Recent passport size
Applicant Photo

Cross Signature across photograph

(Passport mandatory for NRIs and Foreign Nationals. PIO selection is only for CKYC and not for KRA KYC.
Select NRI or Foreign National based on Nationality of the individual)

Proof of Identity (POI) submitted for PAN exempted cases (Please tick)

☐ A—Aadhaar Card XXXX XXXX _ _ _ _

(Expiry Date) _____

☐ B—Passport Number _____☐ C—Voter ID Card _____

(Expiry Date) _____

☐ D—Driving License _____☐ E—NREGA Job Card _____☐ F—NPR _____☐ Z—Others _____ (any document notified by Central Government)

Identification Number _____

2. Address Details* (please refer guidelines overleaf)**A. Correspondence/ Local Address***

Line 1* _____

Line 2 _____

Line 3 _____

City/Town/Village* _____ District* _____ Pin Code* _____

State* _____ Country* _____

Address Type* ☐ Residential/Business ☐ Residential ☐ Business ☐ Registered Office ☐ Unspecified**B. Permanent residence address of applicant, if different from above A / Overseas Address*** (Mandatory for NRI Applicant)

Line 1* _____

Line 2 _____

Line 3 _____

City/Town/Village* _____ District* _____ Pin Code* _____

State* _____ Country* _____

Address Type* ☐ Residential/Business ☐ Residential ☐ Business ☐ Registered Office ☐ Unspecified

Proof of Address* (attested copy of any 1 POA for correspondence and permanent address each to be submitted)

☐ A—Aadhaar Card	XXXX XXXX _ _ _ _ _	(Expiry Date) _____
☐ B—Passport Number	_____	
☐ C—Voter ID Card	_____	(Expiry Date) _____
☐ D—Driving License	_____	
☐ E—NREGA Job Card	_____	
☐ F—NPR Letter	_____	
☐ Z—Others	_____ (any document notified by Central Government)	
Identification Number _____		

3. Contact Details (in CAPITAL)

Email ID*	_____
Mobile No. *	_____
Tel (Off)	_____ Tel (Res) _____

4. Applicant Declaration

I/We hereby declare that the KYC details furnished by me are true and correct to the best of my/our knowledge and belief and I/we under - take 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.

I/We hereby consent to receiving information from CVL KRA through SMS/Email on the above registered number/ Email address.

I am/We are also aware that for Aadhaar OVD based KYC, my KYC request shall be validated against Aadhaar details. I/We hereby consent to sharing my/our masked Aadhaar card with readable QR code or my Aadhaar XML/Digilocker XML file, along with passcode and as applicable, with KRA and other Intermediaries with whom I have a business relationship for KYC purposes only.

DATE: _____ (DD-MM-YYYY)

PLACE: _____

Applicant Wet Signature

5. For Office Use Only

In-person Verification (IPV) carried out by*	Intermediary Details*
IPV Date _____	☐ Self certified document copies received (OVD)
Emp. Name _____	☐ True Copies of documents received (Attested)
Emp. Code _____	AMC / Intermediary Name : _____
Emp. Designation _____	_____
Employee Signature and Stamp	Institution Name and Stamp