# Annexure - 2

## CENTRAL KYC REGISTRY | Know Your Customer (KYC) Application Form | Individual

## Important Instructions:

- A) Fields marked with '\*' are mandatory fields.
- B) Please fill the form in English and in BLOCK letters.
- C) Please fill the date in DD-MM-YYYY format.
- D) Please read section wise detailed guidelines / instructions at the end
- E) List of State / U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- F) List of two character ISO 3166 country codes is available at the end.
- G) KYC number of applicant is mandatory for update application.
- H) For particular section update, please tick ( $\checkmark$ ) in the box available before the section number and strike off the sections not required to be updated.



at the one.					STATE TO THE
For office use only	Application Type*	□New	Update		
-	nstitution) KYC Number			(Mandatory for KYC up	date request)
	Account Type*	☐ Normal	☐ Simplified (	(for low risk customers)	
☐ 1. PERSONAL DE	ETAILS (Please refer instruction	n <b>A</b> at the end)			
	Prefix	First Name		Middle Name	Last Name
☐ Name* (Same as ID p	roof)				
Maiden Name (If any*)					
Father / Spouse Name	k				
Mother Name*					
Date of Birth*	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	YY			РНОТО
Gender*	☐ M- Male		☐ F- Female	☐ T-Transgender	
Marital Status*	☐ Married		Unmarried	☐ Others	
Citizenship*	☐ IN- Indian		Others (ISO 3	166 Country Code )	
Residential Status*	☐ Resident Individual		☐ Non Resident I	Indian	
	☐ Foreign National		☐ Person of India	an Origin	
Occupation Type*	☐ S-Service (☐ Priva		☐ Public Sector	☐Government Sector )	
	<ul><li>☐ O-Others ( ☐ Profe</li><li>☐ B-Business</li></ul>	essional	Self Employed	☐ Retired ☐ Housewife ☐ Studer	,
	☐ X- Not Categorised				
2. TICK IF APPLIC	CABLE RESIDENCE FOR	R TAX PURF	POSES IN JURISD	ICTION(S) OUTSIDE INDIA (Please refe	er instruction <b>B</b> at the end)
ADDITIONAL DETAILS	REQUIRED* (Mandatory only	if section 2 is	ticked)		
ISO 3166 Country Cod	e of Jurisdiction of Residenc	e*			
Tax Identification Numb	per or equivalent (If issued by j	jurisdiction)*			
Place / City of Birth*			ISO 3166 Country	y Code of Birth*	
☐ 3. PROOF OF IDE	NTITY (Pol)* (Please refer in	struction <b>C</b> at t	the end)		
(Certified copy of any one	of the following Proof of Identity[	Pol] needs to b	be submitted)		
☐ A- Passport Number	er			Passport Expiry Date	M M — Y Y Y
☐ B- Voter ID Card					
☐ C- PAN Card					
☐ D- Driving Licence				Driving Licence Expiry Date D -	M M — Y Y Y Y
☐ E- UID (Aadhaar)					
☐ F- NREGA Job Car	rd				
Z- Others (any docu	ment notified by the central gove	ernment)		Identification Number	
☐ S- Simplified Meas	ures Account - Document Ty	ype code		Identification Number	
4. PROOF OF AD	DRESS (PoA)*				
_	MANENT / OVERSEAS ADDRE	SS DETAILS	(Please see instruction	on <b>D</b> at the end)	
_	of the following Proof of Address			,	
_	Residential / Business	Reside		☐ Business ☐ Registered Office	ce Unspecified
Proof of Address*	Passport	_	g Licence	☐ UID (Aadhaar)	_ Споросинос
	Voter Identity Card		A Job Card		ify
Address	Simplified Measures Accou	unt - Docume	ent Type code		
Line 1*					
Line 2					
Line 3				City / Town / Village*	
District*	Pin	/ Post Code*		State / U.T Code* ISO 31	66 Country Code*

4.2 CORRESPONDENCE	E / LOCAL ADDRI	ESS DETAILS * (Please s	ee instruction	on <b>E</b> at the end)				
Same as Current / Perma	nent / Overseas A	Address details (In case o	f multiple co	orrespondence / lo	cal addresses, plea	ase fill 'Annexure	A1')	
Line 1*								$\perp$
Line 2					Oit / T-	( ) (!!! *		$\pm$
Line 3 District*		Pin / Post Code	*	Sta	te / U.T Code*	wn / Village*	166 Country Code*	+
District		Fill / Fost Code		J. J. J.	107 0.1 00dc	1000	100 Country Code	
4.3 ADDRESS IN THE JU	JRISDICTION DE	TAILS WHERE APPLICAN	NT IS RESID	DENT OUTSIDE II	NDIA FOR TAX PU	RPOSES* (Applic	cable if section 2 is ticked)	)
Same as Current / Perma	nent / Overseas A	Address details		Same as Correspo	ondence / Local Ad	dress details		
Line 1*								$\mathbb{H}$
Line 2 Line 3					City / Toy	/n / Village*		+
State*			7	IP / Post Code*			66 Country Code*	$\forall$
							,	
☐ 5. CONTACT DETAILS	(All communication	ns will be sent on provided N	Nobile no. / E	mail-ID) (Please ref	er instruction <b>F</b> at the	e end)		
Tel. (Off)	_	Tel. (Res)			Mo	bile		
FAX	-	Email ID						
□ 6 DETAILS OF BELAT	ED DEDSON (	n case of additional related r	poreone plan	uso fill 'Annovuro P1	' ) (places refer instr	uction <b>G</b> at the end	<b>\</b>	
6. DETAILS OF RELAT  Addition of Related Person	Deletion of R				Person (if available		,	
Related Person Type*	☐ Guardian of		ssignee		thorized Represe			
•	Prefix	First Name			dle Name		Last Name	
Name*	(If KVC number of	and name are provided, belo	w dotaile of a	postion 6 are entire				
	•	·		·	ai <i>)</i>			
PROOF OF IDENTITY [Pol	] OF RELATED PE	RSON* (Please see instruct	ion ( <b>H</b> ) at the					
A- Passport Number				Passp	oort Expiry Date	D D -	M M — Y Y Y Y	
☐ B- Voter ID Card								
C- PAN Card								
☐ D- Driving Licence				Drivin	g Licence Expiry	Date DD —	$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$	
☐ E- UID (Aadhaar)								
☐ F- NREGA Job Card								
Z- Others (any documen	-	-			Identification No			Щ
S- Simplified Measure	s Account - Do	cument Type code			Identification No	umber		Ш
7. REMARKS (If any)								
8. APPLICANT DECL	ARATION							
I hereby declare that the details furn		nd correct to the best of my knowle	edge and belief	and I undertake to info	m you of any changes			
therein, immediately. In case any of for it.	the above information is	s found to be false or untrue or misle	eading or misrep	presenting, I am aware th	at I may be held liable			
I hereby consent to receiving inform	nation from Central KYC	Registry through SMS/Fmail on the	ahove registere	ed number/email address				
Date: DD - MM -	YYYY	Place :	, above registers			Signature / TI	numb Impression of Applicant	
9. ATTESTATION / FC	R OFFICE USI	E ONLY						
Documents Received	Certified Copie	es						
KYC VER	IFICATION CARRIE	ED OUT BY			INSTIT	UTION DETAILS		
Date	D - M M - Y	I Y I Y I Y		Name				
Emp. Name				Code				
Emp. Code								
Emp. Designation								
Emp. Branch								

## CENTRAL KYC REGISTRY | Instructions / Check list / Guidelines for filling Individual KYC Application Form

#### **General Instructions:**

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- 1 Fields marked with '\*' are mandatory fields.
- 2 Tick '√' wherever applicable.
- 3 Self-Certification of documents is mandatory.
- 4 Please fill the form in English and in BLOCK Letters.
- 5 Please fill all dates in DD-MM-YYYY format.
- Wherever state code and country code is to be furnished, the same should be the two-digit code as per Indian Motor Vehicle, 1988 and ISO 3166 country code respectively list of which is available at the end.
- 7 KYC number of applicant is mandatory for updation of KYC details.
- For particular section update, please tick (🗸) in the box available before the section number and strike off the sections not required to be updated.
- 9 In case of 'Small Account type' only personal details at section number 1 and 2, photograph, signature and self-certification required.

#### A Clarification / Guidelines on filling 'Personal Details' section

- 1 Name: Please state the name with Prefix (Mr/Mrs/Ms/Dr/etc.). The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.
- 2 Either father's name or spouse's name is to be mandatorily furnished. In case PAN is not available father's name is mandatory.

#### B Clarification / Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India

1 **Tax identification Number (TIN):** TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a "Functional equivalent"), the same may be reported. Examples of that type of number for individual include, a social security/insurance number, citizen/personal identification/services code/number, and resident registration number)

#### C Clarification / Guidelines on filling 'Proof of Identity [PoI]' section

- 1 If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.
- 2 Mention identification / reference number if 'Z- Others (any document notified by the central government)' is ticked.
- 3 In case of Simplified Measures Accounts for verifying the identity of the applicant, any one of the following documents can also be submitted and undernoted relevant code may be mentioned in point 3 (S).

Document Code	Description
01	Identity card with applicant's photograph issued by Central/State Government Departments, Statutory/Regulatory Authorities, Public Sector
	Undertakings, Scheduled Commercial Banks, and Public Financial Institutions.
02	Letter issued by a gazetted officer, with a duly attested photograph of the person.

#### D Clarification / Guidelines on filling 'Proof of Address [PoA] - Current / Permanent / Overseas Address details' section

- 1 PoA to be submitted only if the submitted PoI does not have an address or address as per PoI is invalid or not in force.
- 2 State / U.T Code and Pin / Post Code will not be mandatory for Overseas addresses.
- 3 In case of Simplified Measures Accounts for verifying the address of the applicant, any one of the following documents can also be submitted and undernoted relevant code may be mentioned in point 4.1.

Louc may be member	ica in point 4.1.
Document Code	Description
01	Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water
	bill).
02	Property or Municipal Tax receipt.
03	Bank account or Post Office savings bank account statement.
04	Pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if
	they contain the address.
05	Letter of allotment of accommodation from employer issued by State or Central Government departments, statutory or regulatory bodies,
	public sector undertakings, scheduled commercial banks, financial institutions and listed companies. Similarly, leave and license agreements
	with such employers allotting official accommodation.
06	Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India.

## E Clarification / Guidelines on filling 'Proof of Address [PoA] - Correspondence / Local Address details' section

- 1 To be filled only in case the PoA is not the local address or address where the customer is currently residing. No separate PoA is required to be submitted.
- 2 In case of multiple correspondence / local addresses, Please fill 'Annexure A1'

## F Clarification / Guidelines on filling 'Contact details' section

- 1 Please mention two- digit country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-999999999).
- 2 Do not add '0' in the beginning of Mobile number.

## G Clarification / Guidelines on filling 'Related Person details' section

Provide KYC number of related person if available.

### H Clarification / Guidelines on filling 'Related Person details – Proof of Identity [Pol] of Related Person' section

1 Mention identification / reference number if 'Z- Others (any document notified by the central government)' is ticked.

# List of two – digit state / U.T codes as per Indian Motor Vehicle Act, 1988

State / U.T	Code
Andaman & Nicobar	AN
Andhra Pradesh	AP
Arunachal Pradesh	AR
Assam	AS
Bihar	BR
Chandigarh	CH
Chattisgarh	CG
Dadra and Nagar Haveli	DN
Daman & Diu	DD
Delhi	DL
Goa	GA
Gujarat	GJ
Haryana	HR

State / U.T	Code
Himachal Pradesh	HP
Jammu & Kashmir	JK
Jharkhand	JH
Karnataka	KA
Kerala	KL
Lakshadweep	LD
Madhya Pradesh	MP
Maharashtra	MH
Manipur	MN
Meghalaya	ML
Mizoram	MZ
Nagaland	NL
Orissa	OR

State / U.T	Code
Pondicherry	PY
Punjab	PB
Rajasthan	RJ
Sikkim	SK
Tamil Nadu	TN
Telangana	TS
Tripura	TR
Uttar Pradesh	UP
Uttarakhand	UA
West Bengal	WB
Other	XX

# List of ISO 3166 two- digit Country Code

April   Description   Part	Country	Country Code	Country	Country Code	Country	Country Code	Country	Country Code
Mand blands	Afghanistan		Dominican Republic		Libva		Saint Pierre and Miguelon	PM
Manager   1								VC
Algorithment								WS
Assemble								SM
Section								ST
Image			·					
April	Andorra		Eritrea			MK	Saudi Arabia	SA
Antiques and Barbuda A G Farrie Indians' (Mahinna) PK Malaysia My Stera Legenders No Formatiques and Barbuda A G Farrie Indians' FP Malifers PJ Malifers MY Stera Legenders A R Pill Malifers PJ Malifers MY Stera Legenders A R Pill Malifers PJ Malifers MY Stera Legenders A R Pill Malifers MY Stera Legenders MY	Angola	AO	Estonia	EE	Madagascar		Senegal	SN
Integrate and advanded         AG         Far or Islands         PO         Madicines         MV         Sirrar Leone         Sirr	Anguilla	Al	Ethiopia	ET	Malawi	MW	Serbia	RS
Integrate and advanded         AG         Far or Islands         PO         Madicines         MV         Sirrar Leone         Sirr	Antarctica	AQ	Falkland Islands (Malvinas)	FK	Malaysia	MY	Seychelles	SC
Age   Pipe   P				FO				SL
Namela         AM         Finland         FI         Mate         MT         Sint Mararen (Dutch part)         S           Visuba         AV         French Gulana         FR         Marshall Blands         MT         Slovenia         S           Sustria         AV         French Gulana         FR         Member Schweis         FR         Member Schweis         S           Sustria         AV         French Gulana         FR         Member Schweis         FR         Member Schweis         S           Jahansa         BS         Gabbon         Gabon         GA         Mayorite         W         South Africa         Jahansa           Jahansa         BB         Geroga         GE         Micronesia, Federated States of         FM         South Africa         Jahansa           Jandacksh         BB         German         DE         Moltova, Pupuls of         MD         South Sadan         S           Jandacksh         BB         German         DE         Micronesia, Federated States of         FM         South Sadan         S           Jankach         BB         German         DE         Micronesia, Federated States of         FM         Micronesia, Federated States of         FM         South Sadan         S </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>SG</td>								SG
Name								SX
Seminant   AU								SK
AT   French Polymeia   PF   Mauritania   MR   Solomon islands   Stewbrailian   AZ   French Southern Ferritories   TF   Mauritania   MU   Somalia   Stabharns   BS   Gabon   GA   Miryotte   Yf   South Africa   Zabharns   GA   Miryotte   Yf   South Africa   Zabharns   Zabharns   GA   Miryotte   Yf   South Africa   Zabharns								
Name								SI
Sahamans								SB
Sahrain								SO
Sampladesh	Bahamas	BS	Gabon	GA		YT	South Africa	ZA
Sampledesh	Bahrain	ВН	Gambia	GM	Mexico	MX		GS
Barbados	Bangladesh	BD	Georgia	GF	Micronesia, Federated States of	FM		SS
Selection								ES
Selegium								LK
Selize								SD LK
Semina								
Semuda   BM   Grenada   GD   Morrocco   MA   Swaziland   Swaziland   Shibhtan   ST   Gudeloupe   GP   Mozambique   MZ   Sweden   S   Solivia, Plurinational State of   BO   Guam   GU   Myanmar   MM   Switzerland   CD   Solivia, Plurinational State of   BO   Guam   GU   Myanmar   MM   Switzerland   CD   Solivia   MA   Syind Arab Republic   S   Solivia and Herzegovina   BA   Guernsey   GG   Nauru   NR   Taiwan, Province of China   T   Soliviana   T   Solivian								SR
Shutan	Benin		Greenland		Montserrat		Svalbard and Jan Mayen	SJ
Solivis   Purinational State of   BO   Guam   GU   Myamar   MM   Switzerland   Companie, Sint Estudius and Saba   BQ   Gueternals   BW   Guinea   Thailand   Tarail   HT   New Zealand   NZ   Timor-Leste   Thailand   Tarail   Togo   Tarail   Thailand   Tarail   Togo   Tarail   Thailand   Tarail   Togo   Tarail   Tarail   Togo   Tarail   Tarail   Togo   Tarail   Tarail   Togo   Tarail   Togo   Tarail   Tarail   Tarail   Togo   Tarail   Tarail   Tarail   Togo   Tarail   Tar	Bermuda	BM	Grenada	GD	Morocco	MA	Swaziland	SZ
Sonaire   Sona	Bhutan	BT	Guadeloupe	GP	Mozambique	MZ	Sweden	SE
Sonaire destatus and saba   SQ	Bolivia, Plurinational State of	ВО	Guam	GU	Myanmar	MM	Switzerland	СН
	Bonaire, Sint Eustatius and Saba	BO		GT		NA	Syrian Arab Republic	SY
Setswan								TW
Souver Lisland   BV   Guines-Bissau   GW   Netherlands   NL   Tanzania, United Republic of Brazil   BR   Guyana   GY   New Caledonia   NC   Thalland   The Care of C								TJ
Brazil   BR   Guyana   GY   New Zeledonia   NC   Thailand   The Strict   The Stri								TZ
British Indian Ocean Territory   IO								
Brunel Darussalam BN Heard Island and McDonald Islands BN Kolly See (Vation City State) VA Niger NE Tokelau TRebutina Fao BF Honduras BF H			•					
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Berkhan Faso BF Honduras HN Nigeria NG Tonga T Tonga Burundi BI Hong Kong HK Niue NU Trinidad and Tobago T Tonga Cabo Verde CV Hungary HU Norfolk Island NF Tunisia T T T T Tunisia T T T T T T Tunisia T T T T T T T T T T T T T T T T T T T	Brunei Darussalam		Heard Island and McDonald Islands		Nicaragua			TG
Burundi BI Hong Kong HK Niue NU Trinidad and Tobago T Cabo Verde CV Hungary HU Norfolk Island NF Tunisia T T Cabo Verde CV Hungary HU Norfolk Island NF Turkey T T Cameroon CM India IN Northern Mariana Islands MP Turkey T T Cameroon CM India IN Norway NO Turks and Calcos Islands T T Cameroon CM India IN Norway NO Turks and Calcos Islands T T Cameroon CM India IN Norway NO Turks and Calcos Islands T T Cameroon CM India IN Norway NO Turks and Calcos Islands T T Cameroon CM Turks and Calcos Islands T T Cameroon CM Turks and Calcos Islands T T T Cameroon CM Turks T T T T T T T T T T T T T T T T T T T	Bulgaria	BG	Holy See (Vatican City State)	VA	Niger	NE	Tokelau	TK
Cabo Verde CV Hungary HU Norfolk Island NF Tunksia T Tachmodia KH Iceland IS Northern Mariana Islands MP Turkey T T Cameroon CM India IN Norway NO Turkmenistan T Canada CA Indonesia ID Oman OM Turks and Calcos Islands T Cambadia KY Iran, Islamic Republic of IR Pakistan PK Tuvalu T T Central African Republic CF Iraq IQ Palau PW Uganda Uchanda IE Palestine, State of PS Ukraine Chad T D Ireland IE Palestine, State of PS Ukraine U Ustraine U Uchile Chile CK Island CK Island II Papua New Guinea PA United Arab Emirates A China CN Israel IL Papua New Guinea PG United Kingdom G Christmas Island CX Italy IT Paraguay PY United States Cocos (Keeling) Islands CC Jamaica JM Peru PE United States Minor Outlying Islands U Comoros KM Jersey JE Piticairn PN Uzbekistan Congo CG Jordan JD Poland PL Vanuatu V Congo, the Democratic Republic of CD Kazakhstan KE Polanda JO Poland PL Vanuatu V Congo, the Democratic Republic of CD Kazakhstan KE Puerto Rico PR Viet Nam V Coota Rica CR Kiribati GR Kribati KI Qatar QA Virgin Islands, British V Cota Rica CR Kiribati CK W Kyrgystan KK R Romania RO Wallis and Futuna W Cota Cota Cota CV Kwait KW Russian Federation RU Western Sahara E Virgin Islands, Di Courado CV Kwait KW Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RU Wassian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda CV Kwanda RW Venen Y Copton Commora CV Kwanda CV Kwanda RW Venen P COpton CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Penen P C Cutraca CV Kwanda CV Kwanda RW W Penen P C Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwan	Burkina Faso	BF	Honduras	HN	Nigeria	NG	Tonga	TO
Cabo Verde CV Hungary HU Norfolk Island NF Tunksia T Tachmodia KH Iceland IS Northern Mariana Islands MP Turkey T T Cameroon CM India IN Norway NO Turkmenistan T Canada CA Indonesia ID Oman OM Turks and Calcos Islands T Cambadia KY Iran, Islamic Republic of IR Pakistan PK Tuvalu T T Central African Republic CF Iraq IQ Palau PW Uganda Uchanda IE Palestine, State of PS Ukraine Chad T D Ireland IE Palestine, State of PS Ukraine U Ustraine U Uchile Chile CK Island CK Island II Papua New Guinea PA United Arab Emirates A China CN Israel IL Papua New Guinea PG United Kingdom G Christmas Island CX Italy IT Paraguay PY United States Cocos (Keeling) Islands CC Jamaica JM Peru PE United States Minor Outlying Islands U Comoros KM Jersey JE Piticairn PN Uzbekistan Congo CG Jordan JD Poland PL Vanuatu V Congo, the Democratic Republic of CD Kazakhstan KE Polanda JO Poland PL Vanuatu V Congo, the Democratic Republic of CD Kazakhstan KE Puerto Rico PR Viet Nam V Coota Rica CR Kiribati GR Kribati KI Qatar QA Virgin Islands, British V Cota Rica CR Kiribati CK W Kyrgystan KK R Romania RO Wallis and Futuna W Cota Cota Cota CV Kwait KW Russian Federation RU Western Sahara E Virgin Islands, Di Courado CV Kwait KW Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RU Wassian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda CV Kwanda RW Venen Y Copton Commora CV Kwanda CV Kwanda RW Venen P COpton CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda RW W Penen P C Cutraca CV Kwanda CV Kwanda RW W Penen P C Cutraca CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwanda CV Kwanda RW W Russian Federation RU Western Sahara E Cutraca CV Kwanda CV Kwan	Burundi	BI	Hong Kong	HK	Niue	NU	Trinidad and Tobago	TT
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CENTRAL KYC REGISTRY   Instructions / Check list / Guidelines for filling Know Your Customer (KYC	C) Application Form
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Editatification/guidelines on filling 'Contact details' section Please mention two- digit country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-999999999).  EMPLOY AND O' in the beginning of Mobile number.  Emp. Designation  Clarification/guidelines on filling 'Related Person details section  Filling RYC humber of related person if available.  Clarification/guidelines on filling 'Related Person details – Proof of Identity [Pol] section	[Institution Stamp]
In case of nominees, proof of identity is not required.  Mention identification / reference number if 'Z- Others (any document notified by the central government)' is ticked.	

CENTRAL KYC REGISTRY   Instructions / Check list / Guidelines for filling Know Your Customer (KYC) Application Form
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2 Mention identification / reference number if 'Z- Others (any document notified by the central government)' is ticked.
3. ATTESTATION / FOR OFFICE USE ONLY
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[Institution Stamp]