



**C. Other Details (please see guidelines overleaf)**

**1. Gross Annual Income**

- To €50.000
- €50.001 to €250.000
- € 250.001 to €100.000
- €100.001 to €500.000
- €500.000 and above

**2. Mandatory Certified Documents to be submitted**

**i. Formal documentation**

- Certificate of Incorporation
- Commercial Court Registration
- Memorandum and Articles of Association
- Last Audited Annual Report account
- Authorized signatures list
- Board of Directors' Resolution on opening an and granting authority to individuals who will act/sign

**ii. Ownership Information**

- Ownership Structure
- Beneficial Owner Declaration
- ID of Individuals who own 25% or more of the company

**iii. Management Information**

- List of Executive and Management Board Members
- Power of attorney for the authorized representatives
- Copy of Identification Documents of authorized representative with clear photo
- Utility bill of the representative
- Bank Statement of the Company

**DECLARATION**

We hereby confirm that we have read and understood the terms, conditions and instructions provided herein and apply to open an account as indicated above for the purpose of transacting funds, investment units or stocks in order to be routed swiftly and correctly to bank account. We agree to abide by the terms, conditions, rules and regulations and other statutory requirements applicable and other regulation. We hereby declare that we are not making this application for the purpose of contravention of any Act, Rules, Regulations or any statute or legislation or any other applicable laws or any notifications, directions issued by any governmental or statutory authority from time to time. We hereby declare that the particulars given herein are true, correct and complete to the best of my knowledge and belief. We hereby confirm that the documents submitted along with this application are genuine and have been procured through proper channel. We hereby undertake to promptly inform the Bank of any changes to the information provided above and agree and accept that IBM, its authorized agents and representatives are not liable or responsible for any losses, costs, damages to me arising out of any actions undertaken or activities performed by them on the basis of the information provided by me as also due to me not intimating such changes or out of any delay in intimating such changes on my part. We hereby authorize the Bank to disclose, share, remit in any form, mode or manner, all/any of the information provided by me to the Bank or to their authorized agents and representatives including all changes, updates to such information as and when provided by me. We hereby agree to provide any additional information/documentation that may be required by the Bank, its authorized agents and representatives, in connection with this application.

Place:

Date:

Signature of authorized person

For office  
use only

\_\_\_\_\_  
Signature

### IMPORTANT NOTES - PLEASE READ BEFORE FILLING UP THE FORM

This Application Form is for use by **NON-INDIVIDUALS** only. A separate form is provided for individual entity. This form is not an Investment Application Form or Commercial Application Form, and is only meant for obtaining information and documents which ensure that **THAT PREVIOUSLY DELIVERED INFORMATION AND DOCUMENTS ARE VALID, AND NEWLY OBTAINED DOCUMENTS OR INFORMATION ARE DELIVERED AND SCRUTINIZED.**

### GUIDELINES FOR FILLING UP THE MODIFICATION FORM

1. The Application Form should be completed in ENGLISH and in BLOCK LETTERS ONLY IF DIFFERENT FROM PREVIOUSLY DELIVERED.

2. Please tick in the appropriate box wherever applicable.

3. 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.

4. Applications incomplete in any respect and/or not accompanied by required documents are liable to be rejected.

5. Applications complete in all respects and carrying necessary documentary attachments should be submitted at the Designated "Points of Service" (PoS).

#### A. Applicant's Identity Details

1. Name of applicant: This should match exactly with the name as mentioned in the supporting documents; otherwise the application is liable to be rejected. If the supporting document has a name by which the applicant has been known differently in the past, then requisite proof should be provided, e.g. Name Change Certificate.

2. Please mention the date of incorporation or registration of your organization.

3. Please mention the registration number issued by competent authority.

4. If your company listed on a Stock Exchange.

5. Please mention the scrip symbol.

6. Please indicate the Status as applicable.

#### B. Address Details

1. Address for Correspondence: Please provide here the address where you wish to receive all communications sent by the Bank. The address you give here will supersede existing information in the records.

2. Permanent Address/Registered Address/Overseas Address: entities must quote the Permanent Overseas Address supported by required documents duly certified.

3. Contact Details: Please provide the Contact Person's Name/ Telephone/E-mail contact details for the purposes of communicating with you, number of the passport as well as the data on office which issued the passport.

#### C. Other Details

1. Gross Annual Income details: Please tick the applicable box indicating your Gross Annual Income (including both taxable and tax-free revenues).

2. All documents indicated here are MANDATORY. Please ensure that you submit the documents as under:

l Original Documents + Self-attested photocopies (Originals will be

returned after verification) OR True Copies attested by a Notary Public (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 has to be translated into English for submission.

After you have completely filled up the form, please take a photocopy and submit the same along with the entire set to the POS.

1. Please preserve the document which states the number allotted to you. You will need to attach photocopies of this document when you make your additional investments.

2. If you observe any error in the details, you are requested to approach the nearest Designated PoS or contact the Bank at the contact details given at the bottom of this page.

3. Please note that your signature on the Application Form should match with that on the other records.

4. In respect of new investors, signature on the Application Form for investing / transacting should match with that on this Application Form.

5. After allotment of number, if there is any change(s) in the Applicant's details such as Name, Address, Nationality, Status, Income bracket, Occupation or Signature, the change should be registered with the Bank through a designated PoS expeditiously, by using the Modification Form. It should be noted that only after such registration will the change be reflected in the Participating records. Particularly with respect to change of address, investors should register such change giving 10 days time for the subsequent communications from the Bank to reach them at the new address. Original/ Attested copies of documents supporting the change will be required to be submitted together with the Modification Form.

### CHECK LIST

(Before submitting this form, please go through the following check list).

**Please ensure that the form is completed in all respects and signed by authorized signatures..**

**Please attach all required documents. This should be either originals + photocopy or attested/notarized photocopies**

**Please submit a photocopy of the duly filled up Application Form.**

For assistance or enquires please approach the Point of service where you have submitted your Application Form.