

1. PERSONAL DETAILS

Name* (Same as per KYC Records) Prefix First Name Middle Name Last Name

Maiden Name (If any*)

Father/ Spouse Name*

Mother Name*

Gender* Male Female Transgender

Marital Status* Married Unmarried Others _____ (Please Specify)

Citizenship Indian Others _____ (Please Specify)

Residential Status* Resident Individual Non Resident Indian Foreign National Person of Indian Origin

Occupation Type* Service (Private Sector Public Sector Government Sector)
 Others (Professional Self Employed Retired Housewife Student)
 Business Not Categorised _____ (Please Specify)

2. PROOF OF IDENTITY (PoI)* (Please refer instruction B at the end)

(Certified copy of any one of the following Proof of Identity (PoI) needs to be submitted)

Passport Number Passport Expiry Date / /

Voter ID Card

PAN Card

Driving Licence Driving Licence Expiry Date / /

UID (Aadhaar)

Others (any document notified by the central government)

Identification Number

3. ADDRESS TYPE CONFIRMATION (Applicable only if there is no change in address as per KYC records)

Current Address (same as per KYC records)

City/Town/Village District

State Pin Code Country

Address Type* Residential / Business Residential Business Registered Office Unspecified _____ (Please Specify)

4. INCOME DECLARATION (Please specify gross annual income details)

Income Range Per Annum Below ₹1Lac ₹1-5Lac ₹5-10Lac ₹10-25Lac More than ₹25Lac

OR Net-worth Amount* (₹) As on Date : / / (Net worth should not be older than 1 year)

5. FATCA DECLARATION : (Please refer instruction 'G' at the end)

(A) I do not have any residence for tax purposes with jurisdiction (Out Side India)

(B) I have the residence for tax purposes with jurisdictions (Out Side India) *if opted for 'B', please fill additional FATCA Declaration form*

6. DETAILS OF RELATED PERSON (Please refer instruction H at the end)

Addition of Related Person Deletion of Related Person KYC Number of Related Person (If available*)

Related Person Type* Guardian of Minor Authorized Representative

Name* Prefix First Name Middle Name Last Name

(If KYC Number and name are provided, POI details are optional)

PROOF OF IDENTITY (PoI) OF RELATED PERSON* (Please see instruction (H) at the end)

Passport Number Passport Expiry Date / /

Voter ID Card


PAN Card

Driving Licence Expiry Date / /

UID (Aadhaar)

Others (any document notified by the central government)

Identification Number

 Related Person Signature

DECLARATION

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake 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 aware that I may be held liable for it.

I hereby consent to receiving information from Central KYC Registry through SMS/Email on my registered number/email address.

SIGNATURE OF APPLICANT



Place :

Date / /

FOR OFFICE USE ONLY

KYC Verifier / IPV Details

Name of the person who has done the IPV :

Designation : Employee ID :

Name of Sub Broker/Authorised Person :

Name of Organization : **Religare Commodities Limited**

C-KYC Institution Code : IN0701

Signature of the person who has done the IPV

Originals Verified and Self-Attested Documents Copies received

Place : Date / /

KYC CHANGE / ADDITION REQUEST FORM | INDIVIDUAL | RCL

7. RUNNING ACCOUNT AUTHORISATION | RCL

In order to avoid time consuming repeated pay-in by me/us and pay – out by you of funds and commodities I /we hereby direct and authorize you to maintain running account(s) and debit /credit commodities and funds from/to the running accounts and make pay-in / receive securities, commodities and funds to / from exchanges/ clearing corporations / other receiving parties (if applicable). Further, subject to your discretion and valuation please treat my / our securities, commodities and funds lying to my / our credit in running accounts as margin/ collateral for my / our dealings/ trading. In the event I / we have outstanding obligations on the settlement date, you may retain the requisite securities/commodities / funds towards such obligations along with funds and / or securities expected to be required to meet margin obligations for next 5 trading days. In case, I / we have traded during my / our chosen settlement period, you may retain upto the maximum amount as permissible within in regulatory provisions duly netting off across all commodity exchanges and their segments. Authorization is subject to changes as prescribed by the exchange(s)/ SEBI from time to time. While settling the account, please send a 'statement of accounts' containing an extract from ledger for funds and an extract from the register of securities displaying all receipts/deliveries of funds/securities. In the statement(s) being sent, please provide details regarding retention of funds / securities/commodities and pledge, if any. I / We shall bring any discrepancy in the statement(s) preferably within 7 working days from the date of receipt to your notice so as to allow you to take remedial steps, if any are warranted. Please do not carry out above stated settlement of running account in the event I / We avail margin trading facility. Further, do not carry out settlement of running account referred to above for funds given by me/us towards collaterals/margin in the form of Bank Guarantee (BG)/Fixed Deposit receipts (FDR). I / We am/are entitled to revoke this authorization at any time.

My / Our preference for actual settlement of funds, commodities and securities is at least:

Once in a Calendar Quarter Once in a Calendar Month

8. ADDITIONAL FATCA DECLARATION (Applicable if applicant has residence out side India for Tax Purposes)

Address in the jurisdiction details where applicant is resident outside India for tax purposes*

City/Town/Village					District														
State					Pin Code					Country									
Tax Identification Number or equivalent (if issued by jurisdiction)*																			
Place / City of Birth										Birth Country Name									

DECLARATION

I hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I undertake to inform your 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.

Place :

Date : / /

SIGNATURE OF APPLICANT



INSTRUCTION / CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS

- Clarification / Guidelines on filling identity / Personal Details section
 - Name: Please state the name with Prefix (Mr/Mrs/Ms/Dr/etc.). The name should match the name as mentioned in PAN submitted failing which the application is liable to be rejected.
 - Either father's name or spouse's name is to be mandatorily furnished
 - Self attested copy of PAN card is mandatory
 - Copies of all the documents submitted by the applicant should be self-attested 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 the below mentioned list.
 - If any proof of identity or address is in a foreign language, then translation into English is required.
 - Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
 - If correspondence & permanent address are different, then proofs for both have to be submitted.
 - Sole proprietor must make the application in his individual name & capacity.
- B. Proof of Identity (POI): - List of documents admissible as Proof of Identity:
- Unique Identification Number (UID) (Aadhaar)/ Passport/ Voter ID card/Driving license.
 - PAN card with photograph.
 - Identity card/ document with applicant's Photo, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Letter issued by a gazetted officer, with a duly attested photograph of the person.
 - If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.
- C. Proof of Address (POA): - List of documents admissible as Proof of Address: (* Documents having an expiry date should be valid on the date of submission.)
- Passport/ Voters Identity Card/ Unique Identification Number (UID)/Aadhar Letter/Driving License.
 - Utility bills like Telephone Bill (only land line), Electricity bill, Gas bill or water bill - Not more than 2 months old.
 - Bank Account Statement/Passbook -- Not more than 3 months old.
 - Property or Municipal Tax receipt.
- Pension or family pension payment order (PPOs) issued to retired employees by Govt. Departments or Public Sector Undertakings, if they contain the address.
 - 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.
 - Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India.
- D. Exemptions/clarifications to PAN (* Sufficient documentary evidence in support of such claims to be collected.)
- In case of transactions undertaken on behalf of Central Government and/or State Government and by officials appointed by Courts e.g. Official, liquidator, Court receiver etc.
 - Investors residing in the state of Sikkim.
 - UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India.
- E. List of people authorized to attest the documents:
- Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/ Cooperative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
 - In case of NRIs, authorized officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, Indian Embassy /Consulate General in the country where the client resides are permitted to attest the documents.
- F. Clarification / Guidelines on filling 'Contact Details' section:
- Please mention two - digit country code and 10 digit mobile no. (e.g. for India Mobile no. mention 91-9999999999).
 - Do not add '0' in the beginning of Mobile Number.
- G. Clarification / Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India
- 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)
- H. Clarification / Guidelines on filling 'Related Person details' section
- Provide PAN number of related person as mandatory requirement, in case copy of PAN card not provided, provide POI and POA of authorized person.