Account opening document at GIFT for a non-resident entity

List of documents required for CIF/ account opening at GIFT for a Non-resident entity

<u>KYC Documents for Non-Resident Entity</u>

1. Account Opening Form (AOF) & Customer Identification Form (CIF) form for entity opening account in GIFT IFSC **(format attached).**
2. Incorporation documents equivalent to Indian incorporation documents as per the constitution of the company

a. Memorandum of association (MOA) & Articles of association (AOA) **(mandatory certification required)**

b. Certificate of Incorporation (COI) **(mandatory certification required)**

c. Certificate of commencement of business (required in case of limited company) **(mandatory certification required)**

d. Tax Identification document **(mandatory certification required)**

e. Valid address proof (utility bill which is not more than two months old capturing the address / property tax bill issued by govt authorities or equivalent**) (mandatory certification required)**

3. FATCA-CRS declaration **(format attached)**
4. Beneficial Ownership Declaration **(attached in AOF)**
5. Consolidated Board Resolution / Equivalent document to open and operate the account.
6. Authorized/Director Signatory list with specimen signature
7. PAN/FORM 97 and equivalent documents prevalent in the home jurisdiction of the company

<u>KYC Documents – Individual (for authorized signatory, Beneficial owners, Directors & Individual signing the BR)</u>

1. Individual CIF form

2. KYC documents for Individuals **(mandatory certification required)**

a. Address Proof

b. ID Proof

c. Signature Proof

d. PAN Card/Tax Identification document

Additional Documents

1. Email Indemnity **(Agreement & Annexure – formats attached)**
2. Schedule of Charges **(format attached)**
3. Trade X and corporate net banking form **(Attached in AOF)**

Notes:

1. All KYC documents provided by the customer to be stamped and signed by any one authorized signatory as per BR or equivalent
2. **Mandatory certification required** to be done in case of Non-Face-To-Face customers (NFTF) on

a. Incorporation documents or equivalent documents ((MOA, AOA, COI, Cert of commencement of business, Tax Identification Document, Address Proof)

b. Individual KYC documents

3. **Mandatory certification** can be done by either of the following persons:

a. Authorized official of a bank located in a Financial Action Task Force (FATF) compliant jurisdiction with whom the individual has banking relationship;

b. Notary Public (outside India);

c. Court Magistrate (outside India);

d. Judge (outside India);

e. Certified public or professional accountant (outside India);

f. Lawyer (outside India);

g. The Embassy/Consulate General of the country of which the non-resident individual is a citizen;

h. Any other authority as may be specified by the Authority

4. For non-residents in case PAN card is not available the customer to share **Form 97** for the entity and the individual.