

Demat Account Opening Form

(For Individuals only)

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

Kotak Infinity, 6th Floor, Building No. 21, Infinity Park, Off Western Express Highway, Malad (E), Mumbai - 400 097.

Please fill in ENGLISH and in BLOCK LETTERS with black ink

A. Identity Details (Please see guidelines overleaf)	
<p>1. Name of the Applicant</p> <p>Name <input type="text"/></p> <p>Father's / Spouse Name <input type="text"/></p> <p>2. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female B. Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married C. Date of Birth <input type="text"/> / <input type="text"/> / <input type="text"/></p> <p>3. Nationality <input type="checkbox"/> Indian <input type="checkbox"/> Others (please specify) _____</p> <p>4. Status Please tick (✓) <input type="checkbox"/> Resident Individual <input type="checkbox"/> Non Resident <input type="checkbox"/> Foreign National (Passport Copy Mandatory for NRIs & Foreign Nationals)</p> <p>5. PAN <input type="text"/> (Please enclose a duly attested copy of your PAN Card)</p> <p>Unique Identification Number (UID)/Aadhaar, if any _____</p> <p>6. Proof of Identity submitted for PAN exempt cases. Please Tick (✓)</p> <p><input type="checkbox"/> UID (Aadhaar) <input type="checkbox"/> Passport <input type="checkbox"/> Voter ID <input type="checkbox"/> Driving Licence <input type="checkbox"/> Others _____ (Please see guideline 'D' overleaf)</p>	<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p>PHOTOGRAPH</p> <p>Please affix the recent passport size photograph and sign across it</p> </div>

B. Address Details (Please see guidelines overleaf)	
<p>1. Address for Correspondence:</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>City/Town/Village <input type="text"/> Pin Code <input type="text"/></p> <p>State <input type="text"/> Country <input type="text"/></p>	
<p>2. Contact Details</p> <p>Tel.(Off.) <input type="text"/> ISD <input type="text"/> STD <input type="text"/> Tel.(Res.) <input type="text"/> ISD <input type="text"/> STD <input type="text"/></p> <p>Mobile <input type="text"/> ISD <input type="text"/> STD <input type="text"/> Fax <input type="text"/> ISD <input type="text"/> STD <input type="text"/></p> <p>E-mail Id. <input type="text"/></p>	
<p>3. Proof of address to be provided by Applicant. Please submit ANY ONE of the following valid documents & tick (✓) against the document attached.</p> <p><input type="checkbox"/> Passport <input type="checkbox"/> Ration Card <input type="checkbox"/> Registered Lease / Sale Agreement of Residence <input type="checkbox"/> Driving License <input type="checkbox"/> Voter Identity Card <input type="checkbox"/> *Latest Bank A/c. Statement/Passbook</p> <p><input type="checkbox"/> *Latest Telephone Bill (only Land Line) <input type="checkbox"/> *Latest Electricity Bill <input type="checkbox"/> *Latest Gas Bill <input type="checkbox"/> Others _____</p> <p>*Not more than 3 months old. Validity / Expiry date of proof of address submitted <input type="text"/> / <input type="text"/> / <input type="text"/></p>	
<p>4. Permanent Address of Resident Applicant if different from above B1. Overseas Address (Mandatory) for Non-Resident Applicant.</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>City/Town/Village <input type="text"/> Pin Code <input type="text"/></p> <p>State <input type="text"/> Country <input type="text"/></p>	
<p>5. Proof of address to be provided by Applicant. Please submit ANY ONE of the following valid documents & tick (✓) against the document attached.</p> <p><input type="checkbox"/> Passport <input type="checkbox"/> Ration Card <input type="checkbox"/> Registered Lease / Sale Agreement of Residence <input type="checkbox"/> Driving License <input type="checkbox"/> Voter Identity Card <input type="checkbox"/> *Latest Bank A/c. Statement/Passbook</p> <p><input type="checkbox"/> *Latest Telephone Bill (only Land Line) <input type="checkbox"/> *Latest Electricity Bill <input type="checkbox"/> *Latest Gas Bill <input type="checkbox"/> Others _____</p> <p>*Not more than 3 months old. Validity / Expiry date of proof of address submitted <input type="text"/> / <input type="text"/> / <input type="text"/></p>	
<p>6. Any other information: _____</p>	

DECLARATION	SIGNATURE OF APPLICANT
<p>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.</p> <p>Place: _____ Date: _____</p>	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>

FOR OFFICE USE ONLY	In-Person Verification DONE <input type="checkbox"/> on <input type="text"/> / <input type="text"/> / <input type="text"/>												
<p><input type="checkbox"/> (Self attested) Self Certified Document copies received</p> <p><input type="checkbox"/> (Originals verified) True copies of documents received</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; padding: 5px;">For Kotak Mahindra Bank Ltd. (with Bank Seal / Stamp)</th> </tr> <tr> <td style="width: 50%;">Employee Name _____</td> <td style="width: 50%;">Employee Name _____</td> </tr> <tr> <td>Employee Designation _____</td> <td>Employee Designation _____</td> </tr> <tr> <td>Employee Code _____</td> <td>Employee Code _____</td> </tr> <tr> <td>Employee Signature _____</td> <td>Employee Signature _____</td> </tr> <tr> <td>Date _____</td> <td>Place of verification _____</td> </tr> </table>	For Kotak Mahindra Bank Ltd. (with Bank Seal / Stamp)		Employee Name _____	Employee Name _____	Employee Designation _____	Employee Designation _____	Employee Code _____	Employee Code _____	Employee Signature _____	Employee Signature _____	Date _____	Place of verification _____
For Kotak Mahindra Bank Ltd. (with Bank Seal / Stamp)													
Employee Name _____	Employee Name _____												
Employee Designation _____	Employee Designation _____												
Employee Code _____	Employee Code _____												
Employee Signature _____	Employee Signature _____												
Date _____	Place of verification _____												

INSTRUCTIONS/CHECK LIST FOR FILLING KYC FORM

A. IMPORTANT POINTS:

1. Self attested copy of PAN card is mandatory for all clients, including Promoters/Partners/Karta/Trustees and whole time directors and persons authorized to deal in securities on behalf of company/firm/others.
2. 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.
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 address 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/PIO Card/OCI Card and overseas address proof is mandatory.
8. For foreign entities, CIN is optional; and in the absence of DIN no. for the directors, their passport copy should be given.
9. In case of Merchant Navy NRIs, Mariners 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., Heads of States or of Governments, senior politicians, senior Government/judicial/military officers, senior executives of state owned corporations, important political party officials, etc.

B. PROOF OF IDENTITY (POI):

- List of documents admissible as Proof of Identity:
1. Unique Identification Number (UID) (Aadhaar) / Passport / Voter ID Card / Driving License
 2. PAN card with photograph. (This is a mandatory requirement for all applicants except those who are specifically exempt from obtaining PAN (listed in Section D))
 3. Identity card / document with applicants Photo, Issued by any of the following: Centrals/State Government and its 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):-

- List of documents admissible as Proof of Address: (*Documents having an expiry date should be valid on the date of submission)

F. In case on Non-Individuals, additional documents to be obtained from non-individuals, over & above the POI & POA, as mentioned below:

Types of entity	Documentary requirements
Corporate	<ul style="list-style-type: none"> • Copy of the balance sheets for the last 2 financial years (to be submitted every year). • Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD (to be submitted every year). • Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations. • Photograph, POI, POA, PAN of individual promoters holding control either directly or indirectly. • Copies of the Memorandum and Articles of Association and certificate of incorporation. • Copy of the Board Resolution for investment in securities market. • Authorised signatories list with specimen signatures.
Partnership firm	<ul style="list-style-type: none"> • Copy of the balance sheets for the last 2 financial years (to be submitted every year). • Certificate of registration (for registered partnership firms only). • Copy of partnership deed. • Authorised signatories list with specimen signatures. • Photograph, POI, POA, PAN of Partners.
Trust	<ul style="list-style-type: none"> • Copy of the balance sheets for the last 2 financial years (to be submitted every year). • Certificate of registration (for registered trust only). • Copy of trust deed. • List of trustees certified by managing trustees/CA. • Photograph, POI, POA, PAN of Trustees.
HUF	<ul style="list-style-type: none"> • PAN of HUF. • Deed of declaration of HUF/List of coparceners. • Bank pass-book/bank statement in the name of HUF. • Photograph, POI, POA, PAN of Karta.
Unincorporated Association or a body of individuals	<ul style="list-style-type: none"> • Proof of Existence/Constitution document. • Resolution of the managing body & Power of Attorney granted to transact business on its behalf. • Authorized signatories list with specimen signatures.
Bank/Institutional Investors	<ul style="list-style-type: none"> • Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years. • Authorized signatories list with specimen signatures.
Foreign Institutional Investors (FII)	<ul style="list-style-type: none"> • Copy of SEBI registration certificate. • Authorized signatories list with specimen signatures.
Army/Government Bodies	<ul style="list-style-type: none"> • Self-certification on letterhead. • Authorized signatories list with specimen signatures.
Registered Society	<ul style="list-style-type: none"> • Copy of Registration Certificate under Societies Registration Act. • List of Managing Committee members. • Committee resolution for persons authorized to act as authorized signatories with specimen signatures. • True copy of Society Rules and Bye Laws certified by the Chairman/Secretary.

1. Passport/Voters Identity Card/Ration Card/Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance bill/ Insurance Copy.
2. Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.
3. Bank Account Statement/Passbook Note more than 3 months old.
4. Self-declaration by High Court and Supreme Court judges, giving the new address in respect of their own accounts.
5. Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks/Scheduled Co-operative Bank/ Multinational Foreign Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/ Parliament/Documents issued by any Govt. or Statutory Authority.
6. Identity card/document with address, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
7. For FI/sub account, Power of Attorney given by FI/sub-account to the Custodians (which are duly notarized and/or apostilled or consularised) that gives the registered address should be taken.
8. The proof of address in the name of the spouse may be accepted.

D. EXEMPTIONS/CLARIFICATIONS TO PAN (*Sufficient documentary evidence in support of such claims to be collected.)

1. 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.
2. Investors residing in the state of Sikkim.
3. UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India.
4. SIP of Mutual Funds upto Rs. 50,000/- p.a.
5. In case of institutional clients, namely, FIs, MFs, VCFs, FVCIs, Scheduled Commercial Banks, Multilateral and Bilateral Development Financial Institutions, State Industrial Development Corporations, Insurance Companies registered with IRDA and Public Financial Institution as defined under section 4A of the Companies Act, 1956, Custodians shall verify the PAN card details with the original PAN card and provide duly certified copies of such verified PAN details to the intermediary.

E. LIST OF PEOPLE AUTHORIZED TO ATTEST THE DOCUMENTS:

1. Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/ Co-operative Bank or Multinational Foreign Banks (Name, Designation * Seal should be affixed of the copy).
2. 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.

Please Submit the KYC Documents on A4 Size Paper Only.

**PART II ACCOUNT OPENING FORM
(For Individuals)**

 Participant Name: **Kotak Mahindra Bank Limited**
DP ID: IN302814
Client ID (To be filled by Participant)

I/We request you to open a depository account in my/our name as per the following details:

 Date / /

(Please fill all the details in CAPITAL LETTERS only)

Details of Account holder(s):

Name	PAN
Sole/First Holder <input type="text"/>	<input type="text"/>

 CRN ID
Occupation (please tick any one and give brief details)

<input type="checkbox"/> Private Sector	<input type="checkbox"/> Agriculturist	<input type="checkbox"/> Public Sector	<input type="checkbox"/> Retired	<input type="checkbox"/> Government Service
<input type="checkbox"/> Housewife	<input type="checkbox"/> Business	<input type="checkbox"/> Student	<input type="checkbox"/> Professional	<input type="checkbox"/> Others (Please specify) _____

Brief Details _____

Second Holder <input type="text"/>	<input type="text"/>
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 CRN ID
Occupation (please tick any one and give brief details)

<input type="checkbox"/> Private Sector	<input type="checkbox"/> Agriculturist	<input type="checkbox"/> Public Sector	<input type="checkbox"/> Retired	<input type="checkbox"/> Government Service
<input type="checkbox"/> Housewife	<input type="checkbox"/> Business	<input type="checkbox"/> Student	<input type="checkbox"/> Professional	<input type="checkbox"/> Others (Please specify) _____

Brief Details _____

Third Holder <input type="text"/>	<input type="text"/>
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 CRN ID
Occupation (please tick any one and give brief details)

<input type="checkbox"/> Private Sector	<input type="checkbox"/> Agriculturist	<input type="checkbox"/> Public Sector	<input type="checkbox"/> Retired	<input type="checkbox"/> Government Service
<input type="checkbox"/> Housewife	<input type="checkbox"/> Business	<input type="checkbox"/> Student	<input type="checkbox"/> Professional	<input type="checkbox"/> Others (Please specify) _____

Brief Details _____

*For, Association of Persons (AOP), Partnership Firm, Unregistered Trust, etc., although the account is opened in the name of the natural persons, the name & PAN of the Association of Persons (AOP), Partnership Firm, Unregistered Trust, etc., should be mentioned below:

Name <input type="text"/>	PAN <input type="text"/>
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*(Note : Non- Individual KYC Application Form to be used.)

Type of account

<input type="checkbox"/> Ordinary Resident	<input type="checkbox"/> NRI-Repatriable	<input type="checkbox"/> NRI-Non Repatriable	<input type="checkbox"/> Qualified Foreign Investor
<input type="checkbox"/> Foreign National	<input type="checkbox"/> Promoter	<input type="checkbox"/> Margin	<input type="checkbox"/> Others (Please specify) _____

In case of NRIs/ Foreign Nationals

RBI Approval Reference Number _____

 RBI Approval date / /
Gross Annual Income Details Income Range per annum (please tick any one)

 Below ₹ 1 lac ₹ 1 - 5 lac ₹ 5 - 10 lac ₹ 10 - 25 lac More than ₹ 25 lac

Bank details

 Bank account type Savings Account Current Account Others (Please specify) _____

 Bank Account Number

 Bank Name

 Branch Address

City/town/village <input type="text"/>	PIN Code <input type="text"/>
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State <input type="text"/>	Country <input type="text"/>
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 MICR Code IFSC
Standing Instructions

I/We authorise you to receive credits automatically into my/our account.

 Yes No

Account to be operated through Power of Attorney (PoA)

 Yes No

SMS Alert facility: (Mandatory if you are giving Power of Attorney (PoA). Ensure that the mobile number is provided in the KYC Application Form)

Yes No

Sole/First Holder <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Second Holder <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
------------------------------------	--------------------------	--------------------------

Third Holder <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Please tick, if applicable: Politically Exposed Person (PEP) Related to a Politically Exposed Person (PEP)
 Receive the DIS at the time of account opening itself Receive the DIS at any later date on request from the Client.

Mode of Receiving Statement of Account [Tick any one] Physical Form Electronic Form (Read Note 4 and ensure that email ID is provided in KYC Application Form).

Guardian Details (where sole holder is a minor):

[For account of a minor, two KYC Application Forms must be filled i.e. one for the guardian and another for the minor (to be signed by guardian)]

 Guardian Name

 PAN Relationship of guardian with minor _____

Notes :

1. All communication shall be sent at the address of the Sole/First holder only.
2. Thumb impressions and signatures other than English or Hindi or any of the other language not contained in the 8th Schedule of the Constitution of India must be attested by a Magistrate or a Notary Public or a Special Executive Magistrate.
3. For receiving Statement of Account in electronic form:
 - I. Client must ensure the confidentiality of the password of the email account.
 - II. Client must promptly inform the Participant if the email address has changed.
 - III. Client may opt to terminate this facility by giving 10 days prior notice. Similarly, Participant may also terminate this facility by giving 10 days prior notice.
4. Strike off whichever is not applicable.

DP ID: IN302814

Acknowledgement

Kotak Mahindra Bank Limited

Kotak Infinity, 6th Floor, Building No. 21, Infinity Park, Off Western Express Highway, Malad (E), Mumbai-400097

Received the application from Mr. / Ms. _____ as the sole/first holder alongwith
_____ and _____ as the second and third holders
respectively for opening of a depository account. Your Client Id will be intimated to you shortly. Please quote the DP Id & Client Id allotted
to you in all your future correspondence. You will be bound by and abide by the Bank's General Terms & Conditions available on Bank's
website www.kotak.com. For Demat related queries/complaints write at bank.demat@kotak.com

Date : _____

Participant Stamp & Signature



FORM FOR NOMINATION/CANCELLATION OF NOMINATION



Kotak Mahindra Bank Limited

(To be filled in by individual applying singly or jointly)

Kotak Infinity, Building No. 21, 6th Floor, Zone IV, Demat Operations, Infinity Park, Off Western Express Highway, General A K Vaidya Marg, Malad (E), Mumbai - 400 097.

DP ID : IN302814

FORM 10

Client ID :

Date: / /

I/We wish to make a nomination [As per details given below].

I/We wish to cancel the nomination made by me/us earlier and consequently all rights and liabilities in respect of beneficiary ownership in the securities held by me / us in the said account shall vest in me/ us. [Strike off the Nomination details below]

Nomination Details

I/We wish to make a nomination and do hereby nominate the following person(s) who shall receive all securities held in the Depository by me / us in the said beneficiary owner account in the event of my / our death.

Name of the 1st Nominee Mr./Ms.

Share of 1st Nominee Equally % [If not equally, please specify percentage]
(Any odd lot after division shall be transferred to the first nominee mentioned in the form).

Relationship with the Applicant (if any)

Address of Nominee

City/town/village PIN Code

State Country

Contact Details of nominee Tel. (Off.) Tel. (Res.)

Fax No. Mobile No.

Email ID

Nominee Identification details [please tick any one of following and provide details of the same]

PAN Proof of Identity

Aadhaar Photograph & Signature

Saving Bank Account No.

Demat account details of nominee

Signature of 1st nominee

Photograph of 1st nominee.

(Signature of nominee across photograph)

DP ID Client ID

Name of the 2nd Nominee Mr./Ms.

Share of 2nd Nominee Equally % [If not equally, please specify percentage]
(Any odd lot after division shall be transferred to the first nominee mentioned in the form).

Relationship with the Applicant (if any)

Address of Nominee

City/town/village PIN Code

State Country

Contact Details of nominee Tel. (Off.) Tel. (Res.)

Fax No. Mobile No.

Email ID

Nominee Identification details [please tick any one of following and provide details of the same]

PAN Proof of Identity

Aadhaar Photograph & Signature

Saving Bank Account No.

Demat account details of nominee

Signature of 2nd nominee

Photograph of 2nd nominee

(Signature of nominee across photograph)

DP ID Client ID

Name of the 3rd Nominee Mr./Ms.

Share of 3rd Nominee Equally % [If not equally, please specify percentage]
(Any odd lot after division shall be transferred to the first nominee mentioned in the form).

Relationship with the Applicant (if any)

Address of Nominee

City/town/village PIN Code

State Country

Contact Details of nominee Tel. (Off.) Tel. (Res.)

Fax No. Mobile No.

Email ID

Nominee Identification details [please tick any one of following and provide details of the same]

PAN Proof of Identity

Aadhaar Photograph & Signature

Saving Bank Account No.

Demat account details of nominee

Signature of 3rd nominee

Photograph of 3rd nominee

(Signature of nominee across photograph)

DP ID Client ID

Should be filled only if nominee is a minor:Date of Birth (in case of minor nominee) / / Name of the Guardian (in the case of minor nominee) Mr./Ms. Relationship of Guardian with nominee Address of Guardian City/town/village PIN Code State Country Contact Details of Guardian Tel. (Off.) Tel. (Res.) Fax No. Mobile No. Email ID **Guardian Identification details** [please tick any one of following and provide details of the same] PAN Proof of Identity Aadhaar Photograph & Signature Saving Bank Account No. Demat account details of GuardianDP ID Client ID Signature of Guardian Photograph of Guardian

[Signature of Guardian across photograph]**Name and Signature of Account holder(s)**

	Account holder(s) Name	Signature of Account holder(s)
Sole/First Holder (Mr./Ms.)		X
Second Holder (Mr./Ms.)		X
Third Holder (Mr./Ms.)		X

Details of Witness for Nomination

Sr. No.	Name of the Witness	Address	Signature of Witness
1.			X Date: <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2.			X Date: <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Notes:

- The nomination can be made only by individuals holding beneficiary owner accounts on their own behalf singly or jointly. Non- individuals including society, trust, body corporate and partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot nominate. If the account is held jointly, all joint holders will sign the nomination form.
- A minor can be nominated. In that event, the name and address of the Guardian of the minor nominee shall be provided by the beneficial owner.
- The Nominee(s) shall not be a trust, society, body corporate, partnership firm, karta of Hindu Undivided Family or a power of Attorney holder. A non-resident Indian can be a Nominee, subject to the exchange controls in force, from time to time.
- Nomination in respect of the beneficiary owner account stands rescinded upon closure of the beneficiary owner account. Similarly, the nomination in respect of the securities shall stand terminated upon transfer of the securities.
- Transfer of securities in favour of a Nominee(s) shall be valid discharge by the depository and the Participant against the legal heir.
- The cancellation of nomination can be made by individuals only holding beneficiary owner accounts on their own behalf singly or jointly by the same persons who made the original nomination. Non- individuals including society, trust, body corporate and partnership firm, karta of Hindu Undivided Family, holder of power of attorney cannot cancel the nomination. If the beneficiary owner account is held jointly, all joint holders will sign the cancellation form.
- On cancellation of the nomination, the nomination shall stand rescinded and the depository shall not be under any obligation to transfer the securities in favour of the Nominee(s).
- Nomination can be made upto three nominees in a demat account. In case of multiple nominees, the Client must specify the percentage of share for each nominee that shall total upto hundred percent. In the event of the beneficiary owner not indicating any percentage of allocation/share for each of the nominees, the default option shall be to settle the claims equally amongst all the nominees.
- On request of Substitution of existing nominees by the beneficial owner, the earlier nomination shall stand rescinded. Hence, details of nominees as mentioned in the FORM 10 at the time of substitution will be considered. Therefore, please mention the complete details of all the nominees.
- Copy of any proof of identity must be accompanied by original for verification or duly attested by any entity authorized for attesting the documents, as provided in Annexure D.
- Savings bank account details shall only be considered if the account is maintained with the same participant.
- DP ID and client ID shall be provided where demat details is required to be provided.

General Demat Tariff (Schedule A)

SERVICES	AMOUNT	MINIMUM (WHERE APPLICABLE)
Account Opening*	Free (Stamp Duty as applicable)	
Account Maintenance Charges	₹ 600 /- per annum	
TRANSACTIONS		
Dematerialisation	₹ 3 per Certificate, plus Rs. 50 per request	
Rematerialisation	As per NSDL Charges	₹ 15 per request
Market Sell Transaction	0.04% of transaction value	₹ 27* per transaction
Off Market Sell Transaction	0.04% of transaction value	₹ 27* per transaction
Late Instruction Fees***	0.05% of transaction value	₹ 35* per transaction
Inter-Depository Sell Transaction	0.04% of transaction value	₹ 27* per transaction
Debt and ETF transactions	0.02% market value (Max of Rs 5000/- per transaction)	
PLEDGE		
Pledge creation/Closure/Confirmation	0.05% of transaction value	₹ 30* per transaction
Pledge Invocation	0.04% of transaction value	₹ 30* per transaction
Others		
Consolidated Account Statement (CAS)		As per NSDL Charges
GST	As per prevailing rate (subject to change, as prescribed by Tax Authorities from time to time)	

* Statutory charges per transaction would be payable separately at actuals, as levied by NSDL

** Account Holder(s) having Banking relationships with Kotak Mahindra Bank Ltd. will provide a debit authorisation for the recovery of Demat service charges. Account Holder(s) having a Demat relationship only will be required to pay an advance fee of Rs. 3000/- for each Demat Account which will be used to adjust the Demat service charges. The account holder(s) will further undertake to maintain a minimum balance of ₹1000/- at all times.

***All market instructions for transfer must be received latest by 4.00 pm on the working day prior to the pay-in day as per SEBI issued guidelines. All off-market instructions for transfer must be received at least 1 day before the execution date. Late instructions would be accepted at the account holder's sole risk and responsibility and will invite additional charges as specified in the table above.

For calculation of charges, value of transactions considered will be as per rates provided by NSDL.

At the time of Account Closure, Account Maintenance charges shall be refunded for the balance quarters.

The Bank reserves the right to freeze Demat account for debit transactions. In case account holder(s) fail to pay service charges by due date mentioned in bills or do not maintain adequate balance in Savings/Current Account for the same as the case may be.

Bills for Demat services will be raised monthly & GST would be charged as per prevailing rate. Charges quoted above are for the services listed. Any service not listed above will be charged separately as per Bank's policy charges are subject to revision at the Bank's sole discretion by giving 30 days notice and intimated by ordinary post.

Signature(s)
with stamp of the Organisation

First /Sole Holder

Second Holder

Third Holder

Date _____

