

# CUSTOMER RELATION FORM

(For Non-Individual only) (To be filled by Authorised Signatory / Proprietor / Karta separately)

PLEASE FILL THE FORM IN BLOCK LETTERS AND BLACK INK



920005NIFAUS

 Preferred Home Branch \_\_\_\_\_ Branch Code applicable only for Kotak Bank Staff OPTY ID \_\_\_\_\_

 \*Company Name \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## PERSONAL DETAILS

☐ Authorised Signatory ☐ Mandate ☐ \*Beneficiary Owner  % \*Fields are mandatory

 \*C-KYCR ☐ New ☐ Existing - Update Change C-KYCR No. \_\_\_\_\_

 Existing CRN ☐ YES \_\_\_\_\_ (In case you have an existing relationship with the Bank) ☐ NO (Please fill the below details)

 Name should be  
in First Name  
Middle Name  
& Last Name  
format & upto 40  
characters only

\*Name Title \_\_\_\_\_ (First Name) \_\_\_\_\_ (Middle Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_ (Upto 40 characters only)

 \*DOB 

D	D	M	M	Y	Y	Y	Y
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 \*Mother's Maiden Name \_\_\_\_\_ (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_  
 (Mention Mother's Pre-Marriage Name)

☐ Father ☐ Spouse Name \_\_\_\_\_ (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_ \*Citizenship ☐ Indian ☐ Others \_\_\_\_\_

(If PAN is not available Father Name is Mandatory)

 \*Gender ☐ Male ☐ Female ☐ Transgender \*Marital Status ☐ Single ☐ Married ☐ Others \_\_\_\_\_

 \*Annual Income ☐ 0 - 2 lakhs ☐ > 2 - 5 lakhs ☐ > 5 - 10 lakhs ☐ > 10 - 25 lakhs ☐ > 25 lakhs Designation \_\_\_\_\_

*Occupation Type	*Source of Income
<input type="checkbox"/> Business/Professional/Self Employed	<input type="checkbox"/> Business Income/Profession
<input type="checkbox"/> Farmer	<input type="checkbox"/> Agriculture Income

Identity &amp; Address documents of all shareholders / controlling persons holding more than 10% share capital in the company / partnership will be mandatorily required.

Permanent Address / Residence Address (Upto 90 characters only)

Line 1 \_\_\_\_\_

Line 2 \_\_\_\_\_

Line 3/ Landmark \_\_\_\_\_

\*City \_\_\_\_\_ \*PIN Code \_\_\_\_\_

\*State \_\_\_\_\_ Telephone No. (S T D) \_\_\_\_\_

NOTE: Account Statement / Cheque book of the Corporate and Debit Card / PIN / Password mailers for each authorised signatories will be sent to the Company's mailing address only.

\*Preferred Mobile No. \_\_\_\_\_

\*Preferred Email ID \_\_\_\_\_

(All alerts will be sent to the preferred Mobile No. &amp; Email ID)

## CHANNEL ACCESS REQUEST

(Not applicable for Co-operative Banks)

I wish to apply for access to the following channels

	PB	NB	DC#
Transaction Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
View Rights		<input type="checkbox"/>	

Channel Access will be granted only to the person specifically authorised for the purpose. PG will be activated by default for customers registered for Net banking with unconditional transaction rights.

Mobile Banking &amp; Mobile Payment services will be activated by default for customers who opt for Net Banking / Debit Card

#Default Debit Card will be EMV Chip &amp; PIN enabled for Domestic PoS (retail outlet) / ATM usage only. Please visit Mobile / Net Banking or nearest Branch to put up a request to activate other transaction types like domestic e-Commerce (online payment), Contactless (Tap &amp; Pay) and International transaction on your Debit Card. For Privy League Platinum / Signature Chip Card depending on the program chosen.

PB - Phone Banking; NB - Net Banking; DC - Debit Card (Not applicable for Co-operative Banks); PG - Payment Gateway (Online Shopping / Trading)

 Access to  
online tax  
payment will  
be activated by  
default for  
Authorised  
Signatories  
opting for Net  
Banking

## SMS BANKING & ALERT FACILITY (Refer to the General Schedule of Features and Charges for charges applicable)

Alert Facility enables you to receive alerts on your Email and / or Mobile regarding account transactions and maintenances. New alerts may be added from time to time. By ticking on any of the options below I expressly consent and authorise the Bank to make Telephone Calls and Send SMS and / or Emails to inform me / us on any information or updates relating to Bank's existing / new Product / Services. The said consent is valid till such time I withdraw the same in writing.

Alert Type		SMS	E-mail
a)	Daily Balance + Transaction and Value Added Alerts	<input type="checkbox"/>	<input type="checkbox"/>
Please select either (a) or (b) as per your requirement			
b)	Weekly Balance + Transaction and Value Added Alerts	<input type="checkbox"/>	<input type="checkbox"/>

- Bank will send all alerts to the preferred mobile number and E-mail address mentioned in this form. the Bank will also use these details for sending out transaction and up dates about Product and Services.  
In case you do not wish to receive information / updates, you can register yourself for Do Not Call on the Bank's website [www.kotak.com](http://www.kotak.com)  
Alerts that have been mandated by RBI and such alerts as deemed appropriate by the Bank will be sent even if you have not subscribed for the facility.
- Transaction and Value Added Alerts will be sent to all Authorised Signatories, irrespective of the mode of operation.  
Regulatory & Risk alerts will be sent by the Bank by default without charges.

 If SMS/Email is  
not opted, this  
will be implied  
as non-  
subscription  
for  
transactions  
Regulatory &  
risk alerts -  
Option with  
a ☒ mark is  
considered as  
'Opted for the  
service' and "X"  
mark indicates  
'Not Opted' for  
the transaction  
alert services

1. The form should be accompanied by the Resolution of the Board/Managing Committee in case of Limited Companies, Trusts, Societies, Associations and Clubs, partnership letter in case of partnerships, Distinct Board/Managing Committee Resolution and Partnership Letter is to be provided for each Deposit and/or Demat Account as applicable.
2. In case of Partnerships, Limited Companies, Trusts, Societies, Associations and Clubs, person(s) with conditional mode of operation/authority will get only non-financial transactions on Net Banking and Phone Banking and will not get Payment Gateway access.
3. In case Partnerships, Limited Companies, Trusts, Societies, Associations and Clubs all signatures should be accompanied by stamp of the organisation, as applicable
4. The Channel Access for Investment Account(s) is restricted to enquiry rights on Phone Banking and view and transaction rights on Net Banking.
5. For transaction rights on these account(s), a Power of Attorney in favour of Bank has to be duly executed and authorised person should have an unconditional operating authority.
6. In case of Partnerships, Limited Companies, Trust, Societies, Associations and Club, Investment Account(s), transaction rights on Net Banking will be granted / Debit Cards will be issued only to person(s) with unconditional mode of operations / authority.
7. In case of Partnerships, Limited Companies, Trusts, Societies, Associations and Clubs will be issued only to person(s) with unconditional mode of operation/authority.
8. Proprietor of a Proprietorship concern and Karta of an HUF will get both financial and non-financial transactions on Net Banking and Phone banking. They are also eligible for Debit Cards and Payment Gateway access.
9. Net Banking and Phone Banking access will be applicable for all Investments Account(s) existing or to be opened in future for the Organisation.
10. The channel access for Demat Account is restricted to view or enquiry rights on Net Banking and Phone Banking.
11. The Net Banking, Phone banking, payment gateway access and indemnity(ies) for permitting transaction processing through email / electronic mode/other account related services, (if registered with bank) is applicable for all the Deposit accounts existing or opened in future for the organization.
12. Payment Gateway facility is provided as per the terms and conditions of the Bank and regulatory rules as applicable from time to time.
13. The customer reiterates that he shall be continued to be governed by the terms and conditions of the Bank.

The particulars contained herein shall be valid for all accounts opened by me/us or to be opened by me/us hereafter either singly or with other(s) and/or me/us in any representative capacity with the Bank unless informed to you otherwise. I/We have read/obtained/understood and agree to the terms and condition and citizen charter governing the opening of an account with Kotak Mahindra Bank Ltd. (the Bank) and those to various Services including but not limited to (a) ATMs (b) Phone Banking (c) Debit Card (d) Net Banking (e) Mobile Banking (f) Payment Gateway (g) Kotak Bill pay (h) SMS Banking (i) Alerts Service (j) Opening of an Investment Account. I/We understand that the Bank may at its absolute discretion, discontinue any of the Services completely or partially any notice to me/us. I/We agree that the Bank may debit my/our account for service charges as applicable from time to time. I/We understand that investment products are not Bank objects or other obligations of or guaranteed or insured by Kotak Mahindra Bank Ltd. or their affiliates. They are subject to risk and possible loss of principal. Past Performance is not indicative of future performance. I/We hereby declare the above information is true and correct to my/our Knowledge. I/We shall advise the Bank immediately in the manner as agreed by me/us and acceptable to the Bank, in case any change in the above details and information given by me/us. I/We have read and understood the terms and conditions available at Bank's web-site [www.kotak.com](http://www.kotak.com).

**In Case CRF used for New account opening:** I have read and understood the details of all features and charges available in General Charges (GSFC) as applicable to the Product subscribed by us in the AOF attached. I have also read and understood other conditions of Most Important Document.

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

I / We, give my / our consent to download my / our KYC Records from the Central KYC Registry (CKYCR), only for the purpose of verification of my / our identity and address from the database of CKYCR Registry. I / We understand that my / our KYC Record includes my KYC Records / Personal information such as my / our name, address, date of birth, PAN number etc. Further I/We also understand that this information will be used to establish new relationship as well as for updation / periodic updation in the Bank records.

I am aware that an indemnity had been/is being executed by our Company/LLP/Trust/Society/Association/Club/Firm for availing transaction processing through email and have read, understood and agree to the terms and conditions set out in the said indemnity and I hereby declare & Confirm that the same shall be deemed to have been executed by me & shall be binding on me as an Authorised Signatory.

**Non-Subscription of Transaction Alerts:** I / We authorized signatory of the captioned Firm / Company/ Entity declare and confirm that I/ We do not wish to receive SMS / Email alerts including various other alerts like transaction alerts, daily / weekly balance confirmation for our Firm / Company/ Entity account on our authorized signatory CRN (Customer Relationship Number) linked to above Firm / Company account. I / We understand the risk associated with not receiving transaction alerts and will not hold the bank liable and/or responsible.

<p>Affix Latest Coloured Passport Size Photo</p>	<p>Please Sign in Black ink only</p>	<p>Preferably the Passport size photograph against the red background should be attached</p> <p>Signature &amp; stamp of the Organisation to be signed in Black ink only</p>
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[illegible]