

INSTRUCTIONS

FORM FILLING

1. Please check if all 23 signatures with the hand symbol are signed
2. In case of multiple holders, signatures are listed as S9(sign no.)/ of 23, SH (2nd Holder) (sign no.) of 14, TH (3rd Holder) (sign no.) of 8.
3. Please fill this form in ENGLISH and in BLOCK LETTERS.
4. White ink is not allowed for alteration / correction on the Account Opening Form (hereinafter referred to as AOF).
5. Any alteration/correction hereby should be attested by applicants full signature.
6. Self attested copy of PAN card is mandatory.
7. 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 mentioned below (2 copies each).
8. If any proof of identity or address is in a foreign language, then translation into English is required.
9. If correspondence & permanent address are different, then proofs for both have to be submitted.
10. Sole proprietor must make the application in his individual name & capacity.
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
12. Documents having an expiry date should be valid on the date of submission.
13. Demat master or recent holding statement issued by DP bearing name of the client to be submitted.
14. Copy of cancelled cheque leaf specifying name of the client, MICR Code or/and IFSC Code of the bank should be submitted.
15. Additional KYC Form duly filled in along with photograph to be provided.

MANDATORY DOCUMENT/INFORMATION/REQUIREMENTS

1. Filling in telephone number (mobile or landline) is compulsory.
2. One set of photograph for all Bank and Demat Account holders. In case of linking an existing Bank or Demat Account, Co-holder's Photographs are required. Photograph is compulsory for nominee in Demat Account.
3. For an applicant who is resident of Sikkim, where PAN Card is not available, Form 60/61 is mandatory in case of opening a new bank account.
4. Complete postal address with city, state & Pincode shall be specified as it appears in the proof of residence submitted.
5. All communication shall be sent at the address of the First /Sole holder only. It should be ensured that the E-mail address of the first holder is correct, as all electronic mails will be sent at this address.
6. Please note that the name and address filled in the form should match with the proofs of identity and the address submitted along with the form.

ACCOUNT

1. Trading Account would be in the name of First Applicant only. For the purpose of seamless transactions the First Applicant would need to have a Bank Account (either sole or joint) with Axis Bank Limited (hereinafter referred to as “Axis Bank”) and a Demat Account (either sole or joint) with Axis Bank Limited (hereinafter referred to as “Depository Participant”). The Bank / Demat account can be opened through this application form in case the First Applicant does not have an account.
2. Joint Holder and Nominee cannot be the same person for Bank/Demat Account. Nomination should never be in joint name but only in favour of single person.
3. For a Bank or a Demat Account, the witness cannot be the co-holder/joint holder or a member of the HUF.
4. 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.

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. SIP of Mutual Funds upto Rs 50, 000/- p.a.

List of people authorized to attest the documents:

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

INSTRUCTIONS – NOMINATION FOR DEMAT ACCOUNT

1. 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, 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.
2. 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.
3. The Nominee 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.
4. 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.
5. Transfer of securities in favour of a Nominee shall be valid discharge by the depository and the Participant against the legal heir.
6. 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, 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.
7. 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.