

**Re-KYC Form (updation of KYC Information) Cum FATCA / CRS Declaration for Non-Residents**

 Date: 

 To,  
 The Branch Manager,  
 Kotak Mahindra Bank Ltd.

Latest photograph  
 (Mandatory)

Sub: Updation of information related to my Customer Relationship No. \_\_\_\_\_

**Dear Sir / Madam**

This is with reference to your letter requesting for updation of my / our information in bank records.

**Profile / Personal Details:**

- There is no change in my profile. Attached herewith are the KYC documents for the purpose of Re-KYC updation.
- I wish to update my profile details as mentioned below. Attached herewith are the KYC documents matching with the new details for the purpose of Re-KYC.

**Change in Profile / Personal Details:**

Please update the following information in your records. Also enclosed is the self-attested copy of my Passport and VISA / Permit / OCI / PIO

**Note:** For mariners, in case the VISA/Permit is not available, CDC Booklet and Indian / Merchant Navy declaration to be provided.

Name (in CAPITAL LETTERS)	<input style="width: 100%;" type="text"/>
<b>Passport Details</b>	
Passport Number	<input style="width: 100%;" type="text"/>
Date of Issue	<input style="width: 100%;" type="text"/>
Date of Expiry	<input style="width: 100%;" type="text"/>
<b>Visa Details</b>	
Visa Type	<input style="width: 100%;" type="text"/>
Date of Issue	<input style="width: 100%;" type="text"/>
Date of Expiry	<input style="width: 100%;" type="text"/>
Permanent Account Number (PAN)	<input style="width: 100%;" type="text"/>
Address	<input style="width: 100%;" type="text"/>
	<input style="width: 100%;" type="text"/>

Note: For updating mobile number / email address, separate request has to be submitted.

**Occupation & Source of Income:**

*Occupation Type	*Source of Income	*INR Annual Income	*Profession
<input type="checkbox"/> Retired	<input type="checkbox"/> Pension <input type="checkbox"/> Investment Income <input type="checkbox"/> Rental Income <input type="checkbox"/> Family Income	<input type="checkbox"/> 0-2 Lakhs (INR)	<input type="checkbox"/> Finance <input type="checkbox"/> Medical
<input type="checkbox"/> Homemaker	<input type="checkbox"/> Family Income <input type="checkbox"/> Investment Income <input type="checkbox"/> Rental Income	<input type="checkbox"/> 2-5 Lakhs (INR)	<input type="checkbox"/> Art <input type="checkbox"/> Engineer
<input type="checkbox"/> Student	<input type="checkbox"/> Family Income <input type="checkbox"/> Investment Income	<input type="checkbox"/> 5-10 Lakhs (INR)	<input type="checkbox"/> Legal <input type="checkbox"/> Management
<input type="checkbox"/> Business/Professional/Self-Employed	<input type="checkbox"/> Business Income/Professional	<input type="checkbox"/> 10-25 Lakhs (INR)	<input type="checkbox"/> Teaching <input type="checkbox"/> Architect
<input type="checkbox"/> Farmer	<input type="checkbox"/> Agricultural Income	<input type="checkbox"/> 25-50 Lakhs (INR)	<input type="checkbox"/> Agriculturist <input type="checkbox"/> IT
<input type="checkbox"/> Service <input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Govt.	<input type="checkbox"/> Salary    Name of Organization _____	<input type="checkbox"/> More than 50 Lacs (INR)	<input type="checkbox"/> Others _____

**FATCA / CRS Declaration:**

Part A			
		Yes	No
a.	Are you citizen of any country other than India (dual/multiple [including Green card])	<input type="checkbox"/>	<input type="checkbox"/>
b.	Is your Country of birth is any country other than India	<input type="checkbox"/>	<input type="checkbox"/>
c.	Are you Tax resident of ANY country / ies other than India	<input type="checkbox"/>	<input type="checkbox"/>
d.	Do you have POA or a man date holder who has an address outside India	<input type="checkbox"/>	<input type="checkbox"/>
e.	Is you Address or telephone number outside India	<input type="checkbox"/>	<input type="checkbox"/>
<b>If your answer to any of the above questions is a 'YES', please fill Part B</b>			

Part B		
*Address for Tax Residence _____		
		*City _____
*Country of Birth _____	Place within the Country of Birth _____	
<small>(In case Country of Birth is USA, however Nationality and Country of Tax Residency is other than USA, please provide documentary evidence)</small>		
Source of Wealth _____		Nationality _____
<small>Please List below the details, confirming ALL countries of tax residency/ permanent residency/ citizenship and ALL Tax Identification Numbers.</small>		
<small>*Country of Tax residency</small>	<small>Tax identification Number<sup>1</sup></small>	<small>Tax identification Document (TIN or functional equivalent)</small>
<small><sup>1</sup>It is mandatory to supply a TIN or functional equivalent (in case TIN not available) if the country in which you are tax resident issues such identifiers. If no TIN / functional equivalent is yet available or has not yet been issued, please provide an explanation below:</small>		

I, \_\_\_\_\_ being the beneficial owner of the account opened / to be opened with Kotak Mahindra Bank Limited and the income credited therein, declare that the above information and information in the submitted documents to be true, correct and updated, and the submitted documents are genuine and duly executed.

I acknowledge that towards compliance with tax information sharing laws, such as FATCA / CRS, the Bank may be required to seek additional personal, tax and beneficial owner information and certain certifications and documentation from the account holder. Such information may be sought either at the time of account opening or any time subsequently. In certain circumstances (including if the Bank does not receive a valid self-certification from me) the Bank may be obliged to share information on my account with relevant tax authorities. Should there be any change in any information provided by me I ensure that I will intimate the Bank promptly, i.e., within 30 days.

Towards compliance with such laws, the Bank may also be required to provide information to any institutions such as withholding agents for the purpose of ensuring appropriate withholding from the account or any proceeds in relation thereto. As may be required by domestic or overseas regulators/ tax authorities, the Bank may also be constrained to withhold and pay out any sums from my account or close or suspend my account(s).

I also understand that the account will be reported if any one of the aforesaid FATCA/CRS criteria for any of the account holders i.e., primary or joint are met.

I understand that any inaccurate, incomplete or false disclosure of statement of financial transaction or reportable account by me would lead to penal consequence on the Bank under applicable law. The Bank shall be entitled to take any necessary action and recover from me such amount levied due to such inaccuracy, incompleteness or false disclosure. I shall indemnify the Bank in respect of all or any liabilities incurred by Bank, by reason of any of the information or particulars given by me, being incorrect or false or being suppressed or omitted.

I confirm that the above information furnished is true and correct and the said details may be updated in my account maintained with the Bank.

Customer Name and Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Important points for filling Re-KYC declaration**

- Customer to provide self-attested copy of below documents:
  - Identity & mailing address proof document
  - Valid Visa/Permit
  - Latest photograph
  - Declaration form duly filled in and signed
- In case of joint accounts separate forms need to be filled for each joint holders
- The officially Valid Documents needs to be within the validity period (if applicable)

**Indicative list of acceptable valid documents**

Sr. No.	Name of the Document	Identity Proof	Address Proof
1.	Passport	Yes	Yes
2.	OCI / PIO	No	Yes
3.	Driving License	No	Yes
4.	AADHAAR (e-KYC authentication by the Bank)	No	Yes

**Customer Acknowledgement Copy (Applicable if submitted at Branch)**

Service Request No: \_\_\_\_\_

Acknowledgement date: DD / MM / YYYY

Signature of the Bank Official: \_\_\_\_\_