



**Refer to the following instructions while filling details in the format above:**

- a) For the columns marked with # :
  - i. PAN Number to be provided for Resident Individuals. In absence of PAN, valid ID document to be submitted. If minor, then age proof to be provided.
  - ii. Passport Number to be provided for Foreign National / NRI if not having PAN Number.
- b) Address mentioned should be of the Residence of the Individuals
- c) For columns marked with ^ - Designation (in case of companies) here shall mean Controlling Owners i.e. Shareholder, Promoter, Controller, etc. If Beneficial Owner is Senior Managing Official then Designation shall mean – MD, CEO, CFO, Whole-time Directors, Company Secretary, Such other officer as prescribed by Company
- d) If the space in one declaration format is not sufficient to mention details of all Trustee/Settler/Beneficiary Owner/Controlling Person, please use separate declaration (in bank format) and attach all together with Account Opening Form

**\* Who is a Beneficiary Owner or Controlling Person:**

Rule 9 (1a) of the Prevention of Money Laundering Rules, 2005 requires that every banking company, and financial institution, as the case may be, shall identify the beneficial owner and take all reasonable steps to verify his identity.

**The beneficial owner for the purpose determined as under —**

- a) where the client is a company, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means  
Explanation.—For the purpose of this sub-clause—
  1. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent. Of shares or capital or profits of the company;
  2. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
- b) where the client is a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of/entitlement to more than fifteen per cent. of capital or profits of the partnership;
- c) where the client is an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen per cent. of the property or capital or profits of such association or body of individuals;
- d) where no natural person is identified under (a) or (b) or (c) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- e) where the client is a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen per cent. or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership; and
- f) where the client or the owner of the controlling interest is a company listed on a stock exchange, or is a subsidiary of such a company, it is not necessary to identify and verify the identity of any shareholder or beneficial owner of such companies.

**\*\*Authorised signatory means:**

- ✓ Company Secretary or Director or any person authorized as per the resolution of board to sign on any documents/declaration related to account opening.
- ✓ Partner or designated partner or any person as authorized as per resolution/letter mentioned on Partnership/LLP declaration to sign on any documents/declaration related to account opening.
- ✓ Chairperson or secretary or any person as authorized as per resolution/declaration to sign on any documents/declaration related to TASC account opening
- ✓ Any person as authorized as per resolution/declaration/letter to sign on any documents/declaration related to account opening for other entities.