

Vendor Registration Form

Company Details

Legal Entity Name:			
Legal Status of the Company:		PAN Card Number:	
Address:		State:	
City:		Pin code:	
GST Number: (In case of multiple GST numbers, please provide separate file)		AADHAR Number (In case PAN Card is not available):	
		MSME Number (If Yes, Attach the certificate):	

Bank Details

Name of the Bank:		Type of Account:	
Bank Account Number:		IFSC Code:	
Bank Address:			

Name & Designation of Principal Officers/Persons to be contacted

Department	Name of the Person	Designation	Mobile/ Landline number	Email Id
Relationship Manager				
Billing/ Collection				
Sales Head				
CFO				
MD/CEO/ Owner				

Good/ Services Details

Type of Procurement:		Mandatory Scan copy of Documents required:	
Description of Good / Services:			

ISO/ISI/Other certification

List of Certifications:			
-------------------------	--	--	--

To be filled in by YES Bank Personnel only

Requestor Name (YBL employee):		Requestor's Supervisor Name (YBL employee):	
Requestor Employee ID:		Requestor Department:	
Home Branch Code		• Has this vendor selection and empanelment been routed through Strategic Procurement Unit	
Are the services being provided classified as Outsourcing / Financial Outsourcing			
Date (DD/MM/YYYY):		Place:	

List of scan copy of Mandatory Documents Required for Vendor addition as per Organisation Type

Organisation Type	Mandatory Documents	Organisation Type	Mandatory Documents
Private Limited / Public Limited	Vendor Addition Form PAN Card GST Certificate Or Un Registered vendor Declaration Certificate of Incorporation Memorandum of Association Cancelled Cheque hardcopy or Bank Authorization Letter Last 3 Years ITRs / Audited Balancesheet	Partnership Firm / Limited Liability Partnership	Vendor Addition Form PAN Card GST Certificate Or Un Registered vendor Declaration Last 3 Years ITRs / Audited Balancesheet Cancelled Cheque hardcopy or Bank Authorization Letter Partnership Deed
Individual / Proprietary Firm	Vendor Addition Form PAN Card (Form 60 & Customer Maintenance Copy incase of PAN Card non availability) GST Certificate Or Un Registered vendor Declaration Cancelled Cheque hardcopy or Bank Authorization Letter AADHAR Card (In Case PAN Card is not available)	Housing Society	Vendor Addition Form PAN Card (Form 60 & Customer Maintenance Copy incase of PAN Card non availability) GST Certificate Or Un Registered vendor Declaration Cancelled Cheque hardcopy or Bank Authorization Letter Last 3 Years ITRs / Audited Balancesheet
Government Entity	Vendor Onboarding Form Bank details and/or Bill Copy		

