

Document Checklist for Non - Individual clients

Documents required:

Document	Remarks
PAN Proof	
Bank Proof - Bank Statement or Cancelled cheque	If giving bank statement then it should be stamped by bank and attested by client, with IFSC code being present
Demat Proof / CML Copy	Should be latest
Additional KYC & Terms and conditions page	Format Attached
Board Resolution (or) Partnership Declaration (or) Trust Declaration (or) HUF Declaration - As per the entity type	This can be an existing document or a new declaration – essentially it needs to show that the entity has authorized trades in bonds/fixed income securities
Financial Statements (P&L & Balance Sheet)	Only summary statements for the previous FY required
Trust Deed	Required in the case of Trusts

The above mentioned documents would suffice for an Non individual investor who is **CVL verified**.

Link to check CVL status of client : <https://www.cvlkra.com/>(Go to the **KYC Inquiry** option)

For **Non-CVL verified** clients, documents required **in addition to the above** would be as follow

For Corporates

- I. CVL KRA Form
- II. Address Proof
- III. Memorandum and Articles of Association and certificate of incorporation
- IV. PAN & Address proof of directors
- V. Share holding pattern
- VI. Authorized signatory list with specimen signatures

For Partnership Firms / LLP

- I. CVL KRA Form
- II. Address Proof
- III. Partnership Deed
- IV. List of Partners
- V. PAN & Address proof of Partners
- VI. Authorized signatory list with specimen signatures

For HUF

- I. CVL KRA Form
- II. Address Proof
- III. PAN & Address proof of Karta
- IV. Deed of declaration of HUF (or) List of coparceners

For Trust

- I. CVL KRA Form
- II. Address Proof

- III. Certificate of registration (for registered trust only)
- IV. List of trustees certified by managing trustees / CA
- V. PAN & Address proof of Trustees