

**Know Your Customer(KYC) Form**(To be filled in black ink with BLOCK LETTERS. Fields marked with \* are mandatory)  
(For Instructions to fill form please see overleaf)**1) Personal Details**

(Mr./Mrs./Ms) *																				
First Name*																				
Middle Name																				
Last name*																				

Paste your photo  
here

b) Gas Consumer Number\*

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c) Date of Birth\*

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d) Close Relative

Father's /Spouse Name*																				
Mother's name*																				

**2) Address for LPG connection / Contact Information**

Proof of Address ( POA) category Code*	P	O	A																	
House/ Flat #, Name*																				
Housing Complex/Building																				
Street/Road Name																				
City/Town/Village *																				
District *																				
Phone #* : Mobile No																				
Email id																				

**3) Other Relevant Details**

<b>a) Proof of Identity (POI)</b>																				
POI Category Code*	P	O	I																	
Card Number*																				
<b>b) Ration Card Details if Available</b>																				
State Of Issue																				
Ration Card Number																				

**Declaration:** I hereby declare that the information provided by me above is true and correct to the best of my knowledge and belief. I also confirm that in the event of any information provided by me is found incorrect / is incomplete and also in the event of any violation of Government Regulation related to the supply and distribution of LPG, IOC/BPC/HPC will be within its right to discontinue supply of LPG cylinders to me, forfeit of security deposit and levy of penal charges as per the policy and guidelines and may initiate legal action applicable under provisions.

Name &amp; Signature of Applicant \*

Date:-

To be filled by Distributor

I confirm having verified the photocopies of documents above against their originals.

Consumer Number (If allotted):

Signature of Distributor

Date:

Name of Distributorship with SAP Code

-----Tear Off-----

**Acknowledgement**

I/We, hereby, confirm receipt of duly filled in KYC form along with copy relevant POI, POA documents from

Name \_\_\_\_\_ Consumer no (if applicable) \_\_\_\_\_ on \_\_\_\_\_

Signature and Seal of Distributor

## Instructions for Filling KYC Form

Fields marked with * are mandatory and must be filled in by person submitting KYC																												
1 a)	Name	Name to be entered as given in Photo ID Proof																										
1 b)	Gas Consumer Number	Mandatory for consumers already using LPG from IOC/BPC/HPC																										
1 c)	Date of Birth	Mandatory to provide Date of Birth																										
1 d)	Details of Close Relative	Father or Spouse and Mother’s name is mandatory. Please strike off whichever is not applicable.																										
2	Proof Of Address ( POA)	<div>At least copy of one of the documents listed below should be attached and category mentioned in the form. The Address to be entered against the relevant fields exactly as it appears in the POA. Person submitting KYC is required to produce the original of document for verification by the distributor.</div> <table><tr><th>List of documents</th><th>Category Code</th></tr><tr><td>Aadhaar (UID)</td><td>POA01</td></tr><tr><td>Driving License</td><td>POA02</td></tr><tr><td>Lease agreement</td><td>POA03</td></tr><tr><td>Voter ID</td><td>POA04</td></tr><tr><td>Telephone/Electricity /Water bill</td><td>POA05</td></tr><tr><td>Passport</td><td>POA06</td></tr><tr><td>Self-declaration attested by a Gazetted officer.</td><td>POA07</td></tr><tr><td>Ration Card</td><td>POA08</td></tr><tr><td>Flat allotment/possession letter</td><td>POA09</td></tr><tr><td>House registration document</td><td>POA10</td></tr><tr><td>LIC Policy</td><td>POA11</td></tr><tr><td>Bank/Credit Card Statement</td><td>POA12</td></tr></table>	List of documents	Category Code	Aadhaar (UID)	POA01	Driving License	POA02	Lease agreement	POA03	Voter ID	POA04	Telephone/Electricity /Water bill	POA05	Passport	POA06	Self-declaration attested by a Gazetted officer.	POA07	Ration Card	POA08	Flat allotment/possession letter	POA09	House registration document	POA10	LIC Policy	POA11	Bank/Credit Card Statement	POA12
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