

KYC (Know Your Customer) Form

As required and mandated by Indian customs vide CBEC Circulars, 09/2010, 33/2010 and 07/2015 for identification/verification of importers/exporters for customs clearance performed on their behalf by FedEx acting as an Authorized Courier/CHAs directly or through a CHA appointed by FedEx on behalf of the Customer. Please attach additional sheets if required.

Passport Size Photograph of Individual / Attach photograph of the Authorized Signatory for Proprietary firm/ Partnership firm/Trust and Company

1.	Category	<input type="checkbox"/> Individual/Proprietary firm <input type="checkbox"/> Company <input type="checkbox"/> Trusts/Foundations <input type="checkbox"/> Partnership firm
2.	Name of the Individual / Proprietary firm/Company/Trusts/Foundations/ Partnership firm (name of all partners)	
3.	FedEx Account No:	
4.	Permanent or Registered address of the Individual/Proprietary firm/Partnership firm and partners/Company/Trusts/Foundations Telephone: Fax number:	
5.	Principal Business address/es from which business is transacted of the Individual/Proprietary firm/Company/Trusts/Foundations/Partnership firm Telephone: Fax number: E-mail address: Website:	
6.	Name of Authorized signatory/ies for signing import/export documents including manual Air Waybills. Please provide recent passport size self attested photographs of each signatory	
7.	IEC No.	Copy Attached
8.	PAN No.	Copy Attached
9.	TAN No.	Copy Attached

I/We hereby declare that the particulars given herein above are true, correct and complete to the best of my/our knowledge and belief, the documents submitted in support of this Form KYC are genuine and obtained legally from the respective issuing authority. In case of any change in any of the aforementioned particulars, I/we undertake to notify you in writing failing which the above particulars may be relied upon including all shipments/documents executed and tendered by the individual so authorized and mentioned in 6 above. I/We hereby authorize you to submit the above particulars to the customs and other regulatory authorities on my/our behalf as may be required in order to transport and customs clear my/our shipments.

Place

Signature _____

Date

Name _____

Official Seal (for all other than individuals)

Check List

Sr.No.	Category	Documents Required
1.	Individual/Proprietary firm	<input type="checkbox"/> Passport <input type="checkbox"/> PAN card <input type="checkbox"/> Voter's card <input type="checkbox"/> Driving license <input type="checkbox"/> Bank statement <input type="checkbox"/> Ration card <input type="checkbox"/> Aadhar card
2.	Company	<u>To verify identity and address proof</u> <input type="checkbox"/> Certificate of Incorporation <input type="checkbox"/> Memorandum and Articles of Association <input type="checkbox"/> Telephone bill in the name of the Company <input type="checkbox"/> PAN card <u>To verify authority granted to signatory</u> <input type="checkbox"/> Power of Attorney granted to its managers, officers or employees to transact business on its behalf
3.	Trusts/Foundations	<u>To verify identity and address proof</u> <input type="checkbox"/> Certificate of registration, if registered <input type="checkbox"/> PAN card <input type="checkbox"/> Telephone bill in the name of Trusts/Foundations <u>To verify authority granted to signatory</u> <input type="checkbox"/> Power of Attorney (POA) granted to transact business on its behalf <input type="checkbox"/> Any officially valid document to identify the trustees, settlers, beneficiaries and those holding the PoA, founders/managers/directors and their addresses <input type="checkbox"/> Resolution of the managing body of the foundation/association
4.	Partnership firm	<u>To verify identity and address proof</u> <input type="checkbox"/> Registration certificate, if registered <input type="checkbox"/> Partnership deed <input type="checkbox"/> PAN card <input type="checkbox"/> Telephone bill in the name of firm/partners <u>To verify authority granted to signatory</u> <input type="checkbox"/> Power of Attorney(POA) granted to a partner or an employee to transact business on its behalf <input type="checkbox"/> Any officially valid document identifying the partners and the person holding the POA and their addresses

Please provide:

- a) Any two documents (certified by individual/authorised signatory) as mentioned above in the check list to verify the identity and address proof.
- b) Any one document (certified by authorised signatory) as mentioned above in the check list to verify authority granted to signatory.
- c) Two photographs of individual/authorised signatory.
- d) Copy of IEC for opening international accounts.
- e) Copy of TAN
- f) Copy of PAN card

I/We hereby declare that the particulars and documents attached as per the checklist above are true, correct and complete to the best of my/our knowledge and belief, the documents submitted in support of this Form KYC are genuine and obtained legally from the respective issuing authority. In case of any change in any of the aforementioned particulars, I/we undertake to notify you in writing failing which the above particulars may be relied upon including all shipments/documents executed and tendered by the individual so authorized and mentioned above. I/We hereby authorize you to submit the above particulars to the customs and other regulatory authorities on my/our behalf as may be required in order to transport and customs clear my/our shipments.

Place

Signature _____

Date

Name _____

Official Seal (for all other than individuals)