

IDFC BANK

Affix recent  
Photograph  
Cross Sign of  
applicant  
Needed on the  
Photograph

☐ PC/Laptop      ☐ Broadband Connection      ☐ Scanner      ☐ Printer

<input type="checkbox"/> Chemist	<input type="checkbox"/> General Store	<input type="checkbox"/> Music Shop	<input type="checkbox"/> Consumer Durables
<input type="checkbox"/> STD/PCO	<input type="checkbox"/> Stationary Outlet	<input type="checkbox"/> Courier	<input type="checkbox"/> Ice Cream/Juice Parlour
<input type="checkbox"/> Entertainment	<input type="checkbox"/> Complex	<input type="checkbox"/> Cybercafe	<input type="checkbox"/> Beauty Salon
<input type="checkbox"/> Paan Shop	<input type="checkbox"/> Food Outlet	<input type="checkbox"/> Dry Cleaners	<input type="checkbox"/> Telecom
<input type="checkbox"/> Gift Shop	<input type="checkbox"/> Others (Please mention) _____		

Shop/Office ☐ Own ☐ Rent ☐ Lease (STD Code) (Number)

Outlet Classification ☐ Metro ☐ Urban ☐ Semi-Urban ☐ Rural

\*BCO

\*Agent Type ☐ IBC ☐ CBC

Languages Known 1.

2. \_\_\_\_\_

3. \_\_\_\_\_

\*Name of Corporate BC

## Reference Name

[illegible][illegible][illegible][illegible]

**State**

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**Pin Code**

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[illegible]

**How long have you known the Applicant?** ☐ Less than 1 year  
☐ 1 year to 2 years  
☐ More than 2 years

(Referee Signature)

☐ I, \_\_\_\_\_, request IDFC bank to procure stamp paper for the agreement. I agree to pay the Rs\_\_\_\_\_ toward the cost of the agreement as per the terms and conditions of the agreement

(Signature)

**PROOF AND VERIFICATION (Details Of Documents Being Attached)**

**Valid Address and ID Proof (Any one) along with D.O.B., please read the conditions carefully.**

S. No.	Name of the document	Accepted as	POI	POA
1	Driving Licence	POI only		
2	PAN Card	POI only		
3	Passport	POI & POA		
4	Voter ID Card (to be accepted along with other valid proof with DOB)	POI & POA		
5	Bank passbook with photo	POI & POA		
6	X and XII Mark Sheet (If Photograph is affixed)	POI only		
7	College ID Card (Issued in the last two years)	POI only		
8	Ration Card (Acceptable only if carries the photograph)	POI only		
9	UIDAI (Aadhaar No.)	POI & POA		

**Shop Details (Basis on site DC Verification)**

- a) Shop and Establishment Letter ☐
- b) Rental Agreement Copy of Shop (If any, along with utility bill not older than 2 months in the name of landlord) ☐
- c) Own House/Shop ☐

I do hereby undertake and declare that the information provided in the form and accept them as binding on me. I confirm that the information(s) particulars supplied by me are correct in all respects.

\*Signature

DECLARATION

To,  
Branch Manager

\_\_\_\_\_ (Branch Name)

\_\_\_\_\_ (District)

\_\_\_\_\_ (State)

Dear Sir,

I, \_\_\_\_\_ son/daughter of \_\_\_\_\_

aged \_\_\_\_\_ years, presently residing at \_\_\_\_\_

\_\_\_\_\_ do hereby solemnly declare and affirm the below:-

1. I am interested for MicroATM Business Correspondent for IDFC Bank Ltd in \_\_\_\_\_  
(Village Name/Locality).
2. I have understood the roles & responsibilities and other terms & conditions of MicroATM Business Correspondent.
3. I hereby declare that:
  - a) I am not a defaulter of any bank with loan or any other instrument.
  - b) I am not affiliated to any political party.
  - c) I have no criminal record against me since birth.
  - d) I confirm that none of my family member(s) are working with IDFC or its holding/subsidiary/group/associate companies.
  - e) I have the capability to handle the cash and operate the technology on Handheld/MicroATM devices
  - f) I am familiar with the local language.
4. I say that, the information, details, documents given by me is true and correct to the best of my knowledge, if it is found to be false, incorrect, bogus/fake I shall be held responsible for consequences under Indian Penal Laws and the action taken by IDFC Bank.

Signature

### SCORING MATRIX

S. No.	Particulars	Points	% Weight
<b>1</b>	<b>Banking Habit</b>	<b>10</b>	<b>10</b>
	a) Banking with IDFC	10	
	b) Banking with any bank	10	
	c) NO bank account	3	
<b>2</b>	<b>Nature Of Business Outlet</b>	<b>5</b>	<b>5</b>
	a) Banking Services/Mobile Recharge/DTH Recharge	5	
	b) Petrol Pump	5	
	c) General Store	5	
	d) Travel Agency	4	
	e) PDS (Ration Shop)	4	
	f) PCO/Xerox Shop	3	
	g) Chemist	3	
	e) Others _____	2	
<b>3</b>	<b>Age Of Business (Confirmed from Reference Mentioned)</b>	<b>5</b>	<b>5</b>
	a) More than 7 years	5	
	b) 4-7 years	3	
	c) Less than 4 years	2	
<b>4</b>	<b>Reputation In The Locality/society* (Confirmed from Reference Mentioned)</b>	<b>10</b>	<b>10</b>
	a) Having Excellent reputation	10	
	b) Having Good reputation	7	
	c) Having satisfactory reputation	3	
<b>5</b>	<b>Shop Type</b>	<b>5</b>	<b>5</b>
	a) Own	5	
	b) Rented with Agreement	4	
	c) Rented without Agreement	3	
	d) Public house like School/Marriage Hall/Panchayat Hall	0	
<b>6</b>	<b>Knowledge Of English (Basis Verbal Confirmation)</b>	<b>5</b>	<b>5</b>
	a) Excellent (can read & understand all instruction on MATM)	5	
	b) Fair (can read & understand upto one line sentence on MATM)	4	
	c) Poor (can read & understand upto three words on MATM)	2	
<b>7</b>	<b>Whether Own House Or Not (Basis Verbal Confirmation)</b>	<b>5</b>	<b>5</b>
	a) Own House	5	
	b) Rented House with Agreement	3	
	c) Rented House without Agreement	2	
<b>8</b>	<b>Annual Turnover Of The Shop (Basis Verbal Confirmation)</b>	<b>10</b>	<b>10</b>
	a) More than Rs. 6 Lakh	10	
	b) Rs. 4 Lakh - 6 Lakh	7	
	c) Rs. 2 Lakh - 4 Lakh	5	
	d) Less than 2 Lakh	3	

S. No.	Particulars	Points	% Weight
9	<b>Already Working As BC For Other Bank / Experience in selling financial products</b>	<b>15</b>	<b>15</b>
	Yes	15	
	No	8	
10	<b>Approximate Daily Foot Fall In The Locality (Basis Verbal Confirmation)</b>	<b>5</b>	<b>5</b>
	a) More than 400	5	
	b) 201-400	4	
	c) 100-200	3	
11	<b>Approximate Daily Foot Fall In The Shop (Basis Verbal Confirmation)</b>	<b>5</b>	<b>5</b>
	a) More than 40	5	
	b) 21-40	4	
	c) 10-20	3	
12	<b>Distance Of Any bank branch or ATM From BC</b>	<b>5</b>	<b>5</b>
	a) More than 2 Km	5	
	b) Within 2 Km	4	
	c) Within 1 Km	3	
	d) More than 1 Km	2	
	e) More than 500 meter circumference	1	
	f) Within 500 meter circumference	1	
13	<b>Suitability Of The Shop/Agent For Our Business (DC'S assessment)</b>	<b>15</b>	<b>15</b>
	a) Excellent	15	
	b) Good	10	
	c) Satisfactory	5	
	*Should be non-political and not affiliated to religious organizations, political parties, etc.		
	<b>Total Score Achieved</b>		<b>100</b>

Verified by MicroATM DC

Verified by SM / RH

Sign &amp; Stamp of CBC

- For Government nominated agents & special partnerships like IOCL etc. scoring to be relaxed
- CBC sign and stamp must for agents sourced by CBC

**FOR OFFICE USE ONLY**

Linked Branch	<input type="text"/>																				
District	<input type="text"/>																				
Terminal ID	<input type="text"/>										Agent ID No.	<input type="text"/>									
Pin Pax No.	<input type="text"/>										NOCA	<input type="text"/>									
OCA	<input type="text"/>																				
BC Agreement Status	<input type="checkbox"/> Completed & received <input type="checkbox"/> NOT received																				