

Form KYC (Know Your Customer)

PASSPORT SIZE
PHOTOGRAPH of
INDIVIDUAL /Also
attach photograph of the
AUTHORIZED
SIGNATORY if any

As required and mandated by Indian customs vide CBEC Circulars 09/2010 and 33/2010 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.

□ Company □ Trusts/Foundations □ Partnership firm 2. Name of the Individual including alias/ 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	1.	Category		Individual/Proprietary firm
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Check List

S.No.	Category	Documents Required	
1.	Individual/Proprietary firm	□ Passport No.	
	Any two of the stated	□ Voter ID Card	
	documents	□ Valid Driving License No/ Date of Issue	
		□ Bank Statement	
		□ Ration card	
2.	Company	☐ Certificate of Incorporation	
		☐ Memorandum of Association	
		☐ Articles of Association	
		☐ Power of Attorney granted to its managers, officers or employees to transact	
		business on its behalf	
		☐ Telephone bill in the name of the company	
		□ PAN allotment letter	
3.	Trusts/Foundations	☐ Certificate of registration, if registered	
		☐ Power of Attorney (PoA) granted to transact business on its behalf	
		☐ Any officially valid document to identify the trustees, settlers, beneficiaries and	
		those holding the PoA, founders/managers/directors and their addresses	
		☐ Resolution of the managing body of the foundation/association	
		☐ Telephone bill in the name of trust/foundation	
		□ Name of trustees, settlers, beneficiaries and signatories	
		□ Name and address of the founder, the managers, Directors and the beneficiaries, in	
		full, complete and correct.	
		☐ Telephone and fax number, e-mail address of the trust, founder and trustees.	
4.	Partnership firm	☐ Registration certificate, if registered	
		□ Partnership deed	
		☐ Power of Attorney(PoA) granted to a partner or an employee to transact business	
		on its behalf	
		☐ Any officially valid document identifying the partners and the person holding the	
		PoA and their addresses	
		☐ Telephone bill in the name of firm/partners	
Vote:			

- a) Any two certified copies the documents given in the check list above to be attached except for individuals where any two self-certified documents may be provided along with two photographs of individual/authorized signatory as stated above.
- b) Attach a copy of IEC for all customers, who are in the business of exports and imports.

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)