# User Registration, Onboarding and Kyc

#### **User Registration**

User's can Signup Directly By Social login with Gmail or Mobile And Email.

- In case of social Registration we need to validate mobile with OTP.
- In case of direct registration with mobile and email, we need to validate both via sms and Email.

## **Forget Password**

In case of forgotten password.

- User need to provide business and personal pan number along with registered email id.
- After this we need to send OTP on users mobile. if validation successful then user will receive the password reset link .
  - user can't choose last 5 passwords.
  - can't use regular numbers like
    1234,2345,3456,9876,0987,1122,2233,1111,0101,0202 etc
  - Minimum 1 character is alphabet, 1 character capital, 1 numeric, 1 special character [.,;\_-]\><].</li>
  - minimum length of password is 8 char.
  - user's need to change password in each 30 days.
  - o password can't be same as email.
  - in case of 2step auth enabled ask minimum 3 values from security card or ask 2 random questions from user's profile.
  - in case of 3 wrong answers or 3 wrong otp disable the account and logout all sessions. To enable account, user's have to call our support officers with valid details.our support officer can ask anything from users profile.

### **User Login**

User's can login via multiple methods like

- Login Via Social [gmail only].
- Login with email or mobile or userId and password
- Login with scanning a dynamic qr with mobile application.
- if 2step auth is enabled ask any 3 value of security card or any 3 random questions from profile only if new device detected . to identify the browser and device set cookies in browser and get while login.

## **User Kyc steps**

- Personal details
- Business details
- · Bank details
- Signatory details
- Agreements

# **B2B SAAS**

# **Project Modules**

- User Registartion/Onboarding and Kyc
- 2. Services and Subscription
- 3. Users and roll
- 4. Permissions
- 5. Reporting
- 6. Api Developer tools
- 7. Support
- 8. Sales Management
- 9. Billing And Invoicing
- 10. Download Center

# Steper form for kyc & onboarding

# **Personal Details**

- To validate user's kyc we need to validate user's documents via Api.
  - Name
  - Father name
  - DOB
  - Complete Address with pin
- E-Aadhar number with PDF
- Pan number with upload
- personal bank details
  - account number
  - ifsc code
  - bank name
  - upload cheque/statement

# **Business Details**

Select Entity type

- Proprietorship
- PartnerShip
- Private limited / Limited
- Other

# **Proprietorship**

- Pan Card Business / Personal with attachment
- gst number with attachment
- Msme / udyog Aadhar number with attachment .

### **Partnership**

- Business Pan Card number with attachment
- gst number with attachment
- PartnerShip Deed
- Msme / udyog Aadhar number with attachment.

#### Private limited / limited

- Company Pan Card number with attachment
- gst number with attachment
- Certificate of Incorporation number & attachment both
- Moa
- Aoa
- Br
- Cancel cheque

#### Other

Sorry currently we are not serving this entity type please connect our customer support for more information.

And Create A ticket along with mobile number, email id and name

# **Bank Details**

in case of Proprietorship user personal bank details, for other type

- A/c Name
- A/c Number
- Ifsc
- Bank Name
- · Cancel cheque / bank statement upload

# Signatory Details

In case of proprietorship its by default personal detail, for others

- number of promoter/partner/director in company / firm
  - according to this number we need to collect details of promoters
- Name
- Aadhar Number & e-aadhar pdf attachment
- pan number and pan attachment
- · Personal bank Details
  - account number
  - o name
  - o ifsc
  - bank name
  - Cancel cheque / bank statement upload
- check box , i am signatory (if checked )
  - validate aadhar and pan with api otp field required for aadhar validation

# Agreement signing

We need to sign an agreement between user and company. below the flow

• After above steps we have tp prepare a pre defined document with required values from above steps, have to show to user and take consent that user is aware with the rule and terms maintained in agreement . after the user consent we need to redirect the user to doc signer with required parameters.

#### After sign completion

after completion of sign with both parties company and user, we have to send a copy of agreement on users registered email.

#### Live Photo & video

after all steps completion we need to complete this step to complete the process

- live photo capture
- live video capture
  - to capture a live video user have to take their aadhar and pan in hand and have to speak that - I xyz, am giving my document to xyz company for abc service with my consent.my video code is 1234
- after this step show a page that confirms, user kyc process is completed, please wait until your kyc is under review.