

Sole Proprietorship Declarations

 Date:

 AOF No.:*

 Please ☒ all the applicable declarations mandatorily

I Mr / Ms _____, Proprietor of _____ (Name of Entity) hereby confirm that;

☐ The firm do not have any bank accounts or any other banking relationship with any other Bank as on the date of this declaration, and the proposed relationship with HDFC Bank would be the first banking relationship. I understand that the bank reserves the right to block or close our account in the event the contents of the above declaration are noticed to be factually incorrect.

☐ I do not have the 2nd entity proof documents as per the RBI guidelines to open Sole Proprietorship account Annexure - E
 Reason for not having the 2nd Entity proof: _____

☐ My residential status is NRI / PIO / Foreign National. I further confirm that,
 (i) Amount is invested by inward remittance or out of NRE / FCNR (B) / NRO account maintained with Authorised Dealers / Authorised banks,
 (ii) The firm or proprietary concern is not engaged in any agricultural / plantation or real estate business (i.e., dealing in land and immovable property with a view to earning profit or earning income there from) or print media sector, and
 (iii) Amount invested shall not be eligible for repatriation outside India

Politically Exposed Person declaration:

Politically Exposed Persons (PEPs) are individuals who are or have been entrusted with prominent public functions by a foreign country, including the Heads of State/Governments, senior politicians, senior government or judicial or military officers, senior executives of state-owned corporations and important political party officials. I hereby confirm and declare that I am not a Politically Exposed Person(s) (as per the definition of the Reserve Bank of India Master Direction - Know Your Customer (KYC) Direction, 2016) or a relative of a Politically Exposed Person. Please tick Yes / No

 Applicant PEP / Relative or Close Associate of PEP: ☐ Yes ☐ No

I hereby agree that the Bank reserves the right to close the account, in case, the aforesaid declaration is found to be untrue. In the event of any change in this declaration and/or if subsequently become a Politically Exposed Person(s) or a relative of a Politically Exposed Person, after the opening of account, I hereby agree to promptly inform the Bank regarding the same and forthwith submit the relevant Politically Exposed Person (PEP) declaration form at an HDFC Bank Branch.

☐ Entity Address mismatch declaration (applicable for existing customer): I / We hereby confirm that the ☐ New address mentioned in AOF shall be updated in my existing Cust ID as mentioned on AOF / ☐ New Cust ID shall be created with the new address mentioned in the AOF.

☐ I / we request HDFC Bank limited to open a Current Account / Collection Account / Cash Credit (CC) Account / Overdraft (OD) Account / Escrow Account. This is to certify that I / we has/have;

Sr No.	Scenarios	HDFC Bank is lender	HDFC Bank has CC / OD	Other Bank - CC / OD	Customer declaration / Bank decision regarding account opening to be processed or denied
1	a) No Exposure In banking system b) Total Banking exposure is below Rs. 5 Crores (Including CC / OD) c) Exposure is ONLY with HDFC Bank Ltd. (Sole Lender)				<input type="checkbox"/> Current Account to be opened
	Total Banking exposure is Rs. 5 Crore or more and having CC/OD account in banking system	Yes	Yes	Yes	A) Exposure with HDFC Bank > = 10% of the aggregate exposure- Account to be opened as per below criteria. <input type="checkbox"/> I/We would like to appoint HDFC Bank as designated bank to open & maintain Current/CC/OD Account OR <input type="checkbox"/> I/we would like to open collection account (HDFC Bank is not designated bank) B) Exposure with HDFC Bank < 10% of the aggregate exposure <input type="checkbox"/> I/We would like to open Collection Account only
		Yes	No	Yes	<input type="checkbox"/> ONLY Collection account to be opened
		No	No	Yes	Note: Neither Collection nor Current account to be opened in such scenario
3	Total Banking exposure is Rs. 5 Crores or more but less than Rs. 50 Cr & No CC/OD in Banking system	Yes	No	No	<input type="checkbox"/> Current Account to be opened
		No	No	No	<input type="checkbox"/> Only Collection account can be opened.
4	Total Banking exposure is Rs.50 Crores or more & No CC/OD in Banking System	Yes	No	No	<input type="checkbox"/> I/We would like to appoint HDFC Bank as escrow managing bank to open current account <input type="checkbox"/> I/We would like to open Collection Account with HDFC Bank as we have already appointed other lending bank as Escrow Managing Bank.
		No	No	No	Note: Neither Collection nor Current account to be opened in such scenario

Further, I/we undertake to inform the following to the Bank:

- I/We confirm that the details provided are true and correct as per my knowledge and that HDFC Bank reserve rights to reject the account opening application in case of any discrepancies.
 - We further confirm that as and when there is any change in bank exposure, I/We will inform the same to HDFC Bank. Accordingly, HDFC Bank may take requisite action in compliance with the RBI guideline for Current Accounts by Banks - Need for Discipline
 - I/We understand that the bank reserves the right to block or close our account in the event of the above information shared subsequently found to be factually incorrect/untrue through the bank's independent validation procedures.
 - I/We hereby voluntarily give my/our consent to extract the information available in Credit Information Companies (CICs), National E-Governance Services Ltd (NeSL) etc. to compute my/our aggregate exposure for the purpose of opening of CA/OD/CC as per RBI Guidelines.
- # "Exposure" for the purpose of these instructions shall mean sum of sanctioned fund based & non-fund-based credit facilities availed by the borrower. # "Banking System" for the purpose of these instructions, shall include Scheduled Commercial Banks & Payments Banks only.

☐ Non DBT Aadhaar Consent Declaration

- I voluntarily opt for Aadhaar OVD KYC or e-KYC or offline verification, and submit to the Bank my Aadhaar number, Virtual ID, e-Aadhaar, XML, Masked Aadhaar, Aadhaar details, demographic information, identity information, Aadhaar registered mobile number, face authentication details and/or biometric information (collectively, "Information").
- I am informed by the Bank, that:
 - Submission of Aadhaar is not mandatory, and there are alternative options for KYC and establishing identity including by way of physical KYC with officially valid documents other than Aadhaar. All options were given to me
 - For e-KYC/ authentication/ offline verification, Bank will share Aadhaar number and/ or biometrics with CIDR/ UIDAI, and CIDR/ UIDAI will share with Bank, authentication data, Aadhaar data, demographic details, registered mobile number, identity information, which shall be used for the informed purposes mentioned in 3 below
- I authorize and give my consent to the Bank (and its service providers), for following informed purposes:
 - KYC and periodic KYC process as per the PML Act, 2002 and rules thereunder and RBI guidelines, or for establishing my identity, carrying out my identification, offline verification or e-KYC or Yes/No authentication, demographic or other authentication/ verification/ identification as may be permitted as per applicable law, for all accounts, facilities, services, and relationships of/through the Bank, existing and future
 - Collecting, sharing, storing, preserving Information, maintaining records, and using the Information and authentication/ verification/ identification records: (a) for the informed purposes above, (b) as well as for regulatory and legal reporting and filings and/ or (c) where required under applicable law
 - Enabling my account for Aadhaar enabled Payment Services (AEPS)
 - Producing records and logs of the consent, Information or of authentication, identification, verification etc. for evidentiary purposes including before a court of law, any authority or in arbitration
- I understand that the Aadhaar number and core biometrics will not be stored/ shared except as per law and for CIDR submission. I have downloaded the e-Aadhaar myself using the OTP received on my Aadhaar registered mobile number. I will not hold the Bank or its officials responsible in the event this document is not found to be in order or in case of any incorrect information provided by me.
- The above consent and purpose of collecting Information has been explained to me in my local language.

☐ Extended KYC Annexure - Individuals (including sole-proprietors) (Applicable for Resident and Non-Resident Customers) (Mandatory)

SECTION A: Please fill the information below as requested

Proprietors Name					
Maiden Name (if any)		Father's Name (Mandatory)			
Marital Status		<input type="checkbox"/> Married	<input type="checkbox"/> Unmarried	<input type="checkbox"/> Others	Spouse's Name
Identification Type - Documents submitted as proof of identity for individual		<input type="checkbox"/> Passport <input type="checkbox"/> Election / Voter's ID Card <input type="checkbox"/> Driving License <input type="checkbox"/> NREGA Card <input type="checkbox"/> National Population Register Letter			
		<input type="checkbox"/> Aadhaar Card / Proof of Possession			
Document Number - for the identification type mentioned above					Date of Expiry: DD / MM / YYYY
Please mention your Residential Status if it is any one of these		<input type="checkbox"/> Resident Individual	<input type="checkbox"/> Non-Resident Indian	<input type="checkbox"/> Foreign National	<input type="checkbox"/> Person of Indian Origin
VISA Type	<input type="checkbox"/> Employment Visa	<input type="checkbox"/> Student Visa	<input type="checkbox"/> Business Visa	<input type="checkbox"/> Multiple Entry Visa	<input type="checkbox"/> Tourist Visa
Proof of Address: (Mandatory)		<input type="checkbox"/> Passport	<input type="checkbox"/> Election / Voter's ID Card	<input type="checkbox"/> Driving License	<input type="checkbox"/> NREGA Card
		<input type="checkbox"/> Aadhaar Card / Proof of Possession			
Document Number - for the identification type mentioned above					Date of Expiry: DD / MM / YYYY
Please Tick if Address Type is other than Residential		<input type="checkbox"/> Residential and Business		<input type="checkbox"/> Business	<input type="checkbox"/> Registered Office
Nationality (if national of more than one country, please mention all the countries separated by a comma):					

SECTION B: Foreign Tax Residency Details if any (Please consult your professional tax advisor for further guidance on your tax residency, if required)

Please tick if you are a tax resident of any country outside India. If you do not tick, it is your affirmation that you are a tax resident of India and not of any other foreign country

Account holder ☐ (To tick, especially in cases where the individual is a citizen/ green card holder of USA) If yes, please indicate all countries in which you are resident for tax purposes and the relevant details in below section:

A/c Holder	Country/(ies) of Tax residency #	Tax Identification Number (TIN)%	Identification Type (TIN or Other%, please specify)	Please tick if your Address for Tax purpose is other than your Mailing Address	Please tick if Address Type for tax purpose is other than Residential
				<input type="checkbox"/> Same as permanent address	<input type="checkbox"/> Residential and Business <input type="checkbox"/> Business <input type="checkbox"/> Registered Office

To also include USA, where the individual is a citizen/ green card holder of USA, % In case Tax Identification Number is not available, kindly provide functional equivalent#

Below details required if tax resident outside India / Nationality is other than India	Account Holder
Please mention if your "Country of Birth" is other than India	
City of Birth	

Certification: I/ We have understood the information requirements of this Form as per the CBDT notified Rules 114F to 114H and hereby confirm that the information provided by me/us on this Form is true, correct, and complete. I/We also confirm that I/We have read and understood the Terms and Conditions below and hereby accept the same. I/We understand that my personal details as provided /available in the bank records will be used for CBDT reporting / Central KYC Registry. I hereby consent to receiving information from Central KYC Registry through SMS / Email.

CBDT Terms and Conditions - The Central Board of Direct Taxes (CBDT) has notified Rules 114F to 114H, as part of the Income-tax Rules, 1962, which Rules require Indian financial institutions such as the Bank to seek additional personal, tax and beneficial owner information and certain certifications and documentation from all our account holders. In relevant cases, information will have to be reported to tax authorities/ appointed agencies. Towards compliance, we may also be required to provide information to any institutions such as withholding agents for the purpose of ensuring appropriate withholding from the account or any proceeds in relation thereto. Should there be any change in any information provided by you, please ensure you advise us promptly, i.e., within 30 days. Please note that you may receive more than one request for information if you have multiple relationships with HDFC Bank or its group entities. Therefore, it is important that you respond to our request, even if you believe you have already supplied any previously requested information.

CBDT Instructions - If you have any questions about your tax residency, please contact your tax advisor. If you are a US citizen or resident or green card holder, please include United States in the foreign country information field along with your US Tax Identification Number.

\$ It is mandatory to supply a TIN or functional equivalent if the country in which you are tax resident issues such identifiers. If no TIN is yet available or has not yet been issued, please provide an explanation, and attach this to the form. In case customer has the following Indicia pertaining to a foreign country and yet declares self to be non-tax resident in the respective country, customer to provide relevant Curing Documents as mentioned below:

FATCA/ CRS Indicia observed	Documentation required for Cure of FATCA/ CRS indicia (If customer does not agree to be Specified U.S. person/ reportable person status)
1. U.S. place of birth	1. Self-certification (in attached format) that the account holder is neither a citizen of United States of America nor a US resident for tax purposes 2. Non-US passport or any non-US government issued document evidencing nationality or citizenship (refer list below); AND 3. Any one of the following documents: a. Certified Copy of "Certificate of Loss of Nationality" or b. Reasonable explanation of why the customer does not have such a certificate despite renouncing US citizenship; or Reason the customer did not obtain U.S. citizenship at birth
2. Residence/ mailing address in a country other than India	1. Self-certification (in attached format) that the account holder is not resident for tax purposes in that country; and 2. Documentary evidence (refer list below)
3. Telephone number in a country other than India (and no telephone number in India provided)	1. Self-certification (in attached format) that the account holder is not resident for tax purposes in that country; and 2. Documentary evidence (refer list below)

List of acceptable documentary evidence needed to establish the residence(s) for tax purposes:

1) Certificate of residence issued by an authorized government body* 2) Valid identification issued by an authorized government body* (e.g., Passport, National Identity card, etc.) *Government or agency thereof or a municipality
For (Name of entity) BM Approval

(Name, Signature of proprietor with firm stamp)			(Name and signature of the Branch Manager with Employee code)		
Date: ____ / ____ / ____ Place: _____					
For Bank use only: Documents Received: <input type="checkbox"/> Self Certified <input type="checkbox"/> True Copies <input type="checkbox"/> Notary			Signature verified and form approved by		
Employee Name		Sourcing Employee Branch Name	Signature of BDA		
Employee Code		Branch Code			
Employee Designation		Employee Code of BDA	Date:		