

HOLDER ADDITION FORM

Application Date
D D M M Y Y Y Y

- Please complete this form in Black Ink and in CAPITAL LETTERS or where applicable
- Initial Payment in cash is accepted only at IDFC FIRST Bank branches • Account opening cheque should be in favour of the account holder only

EXISTING CUSTOMER DETAILS

Account Number

Customer Name

Please Add 1 holder to my account 2 holders to my account

MODE OF OPERATION

Mode: Either or Survivor Anyone or Survivor
 Former or Survivor Jointly

Debit Card or Internet Banking transactions will not be available for accounts operated 'Jointly' or as 'Former or Survivor'

JOINT ACCOUNT HOLDER ONE

Are you an Existing customer? **Yes I am**, My Customer ID is and my
 KYC Number (If applicable)
 Debit Card Number is
The above Debit Card will be linked to this account to which you are being added as a holder. Your existing account will continue to be the Primary Account on your Debit Card

No, I am not yet a customer. I will complete the sections below

TELL US ABOUT YOURSELF

Applicant Name (Please complete as per your Identity Proof)

TITLE FIRST NAME MIDDLE NAME LAST NAME

Date of Birth
D D M M Y Y Y Y **Gender** Male Female Third Gender

Marital Status Married Unmarried Others **Citizenship** (Applicable for other than India)

Relationship with Primary Holder

Applicant Maiden Name (Not applicable for unmarried female customers)

TITLE FIRST NAME MIDDLE NAME LAST NAME

Place of Birth **Country of Birth**

For Tax Residents of countries in addition to India, please complete below:
Country of Tax Residence **Foreign Tax Identification Number** **TIN Issuing Country**

Separate annexure to be executed in case of dual country of tax residence

Overseas Jurisdiction Address Type Address is same as Officially Valid Document Address is same as communication
 Address is different (Please update Overseas Jurisdiction Address separately)

Father's Name (Mandatory, if customer does not have PAN) **Spouse Name**

TITLE FIRST NAME MIDDLE NAME LAST NAME

Mother's Name (As per OVD, no proof required)

TITLE FIRST NAME MIDDLE NAME LAST NAME

PLEASE HELP US WITH DETAILS OF ONE OR MORE DOCUMENTS BELOW

Aadhaar No.

PAN*

*If you have a PAN it is mandatory to provide details to the bank at the time of opening an account. If you do not have a PAN, please complete a Form 60.

Voter ID

Driving License **Expiry Date**
D D M M Y Y Y Y

Passport **Expiry Date**
D D M M Y Y Y Y

PIO/OCI Card **Expiry Date**
D D M M Y Y Y Y

NREGA **National Population Register**

PLEASE COMPLETE YOUR ADDRESS AS MENTIONED IN YOUR OFFICIALLY VALID DOCUMENT

Aadhaar **Passport** **Driving License** **Voter ID** **NREGA** **NPR**

Line 1

Line 2

Landmark (If any)

City **State** **Pin Code**

CURRENT ADDRESS

Same as Above or Deemed OVD* (select any 1 document) This is my Residence Place of Work
 Utility Bill Property or Municipal Tax Receipt Letter of Allotment/Leave and License Agreement# Letter issued by Foreign Embassy
 Deemed OVD Number
 Line 1
 Line 2
 Landmark (If any)
 City State Pin Code

I/We shall submit an Officially Valid Document with the updated current address within a period of three months of submitting the documents above.

HOW WOULD YOU LIKE US TO REACH YOU?

Mobile No. (91) Landline No. (91)
(STD Code) (Number)
 E-mail ID

Fill in CAPITAL LETTERS. All communication for this account will be sent to the Mobile / Email of the first holder.

TELL US WHAT YOU DO FOR A LIVING

1) Occupation (Select Anyone)
1a) Salaried (Select Anyone) Public Private Government
 Corporate Name
1b) Self Employed Professional Doctor CA Architect Lawyer Consultant Entertainment
 Alternate Medical Practitioner Beautician Others
1c) Self Employed Business Sole Proprietorship Partnership/Company **No. of years in business** <= 5 yrs > 5 yrs
1d) Any other Occupation Homemaker Retired Farmer Politician Student Minor
2) Source of Income Salary Business Professional Fees Investments Agriculture Family Wealth
3) Gross Annual Income (INR) Please submit the GST annexure if you are registered or exempt under GST
4) Are you a PEP* or related to one? Yes No

*Definition: Politically Exposed Persons (PEPs): Politically exposed persons are individuals who are or have been entrusted with prominent public functions in a country. Examples of PEPs include, but not limited to: (i) Heads of States or of Governments (ii) Senior politicians (iii) Senior government / judicial / military officers (iv) Senior executives of state-owned corporations (v) Important political party officials (vi) Senior Indian Diplomatic personnel posted outside the country. The term PEP also includes the families and close associates of the PEPs mentioned above.

DEBIT CARD

Do you need a Debit Card : Yes No **Joint Holder 1** Yes No
 You may fill in how you would like your name to appear
 on your debit card. (If different from the name on your account)
 To enable international usage on your debit card, please use Limit Management under Debit Card section on Internet/Mobile Banking.

JOINT ACCOUNT HOLDER TWO

Are you an Existing customer? Yes I am, My Customer ID is and my
 CKYC Number Debit Card Number is
(if applicable)

The above Debit Card will be linked to this account to which you are being added as a holder. Your existing account will continue to be the Primary Account on your Debit Card

TELL US ABOUT YOURSELF

Applicant Name (Please complete as per your Identity Proof)

TITLE FIRST NAME MIDDLE NAME LAST NAME
Date of Birth
DD MM YY YY YY **Gender** Male Female Third Gender
Marital Status Married Unmarried Others **Citizenship** (Applicable for other than India)
Relationship with Primary Holder
Applicant Maiden Name (Not applicable for unmarried female customers)

TITLE FIRST NAME MIDDLE NAME LAST NAME
Place of Birth
Country of Birth

For Tax Residents of countries in addition to India, please complete below:

Country of Tax Residence
Foreign Tax Identification Number
TIN Issuing Country

Separate annexure to be executed in case of dual country of tax residence

Overseas Jurisdiction Address Type Address is same as Officially Valid Document Address is same as communication
 Address is different (Please update Overseas Jurisdiction Address separately)

Father's Name (Mandatory, if customer does not have PAN) **Spouse Name**

TITLE FIRST NAME MIDDLE NAME LAST NAME

Mother's Name (As per OVD, no proof required)

TITLE FIRST NAME MIDDLE NAME LAST NAME

*Issued by Government Departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies

PLEASE HELP US WITH DETAILS OF ONE OR MORE DOCUMENTS BELOW

Aadhaar No.

PAN* **Form 60**

*If you have a PAN it is mandatory to provide details to the bank at the time of opening an account. If you do not have a PAN, please complete a Form 60.

Voter ID

Driving License

Passport

PIO/OCI Card

NREGA

National Population Register

PLEASE COMPLETE YOUR ADDRESS AS MENTIONED IN YOUR OFFICIALLY VALID DOCUMENT (OVD)

Aadhaar **Passport** **Driving License** **Voter ID** **NREGA** **NPR**

Line 1

Line 2

Landmark (If any)

City

State

Pin Code

CURRENT ADDRESS

Same as Above or Deemed OVD* (select any 1 document) **This is my** Residence Place of Work

Utility Bill Property or Municipal Tax Receipt Letter of Allotment/Leave and License Agreement# Letter issued by Foreign Embassy

Deemed OVD Number

Line 1

Line 2

Landmark (If any)

City

State

Pin Code

I/We shall submit an Officially Valid Document with the updated current address within a period of three months of submitting the documents above.

HOW WOULD YOU LIKE US TO REACH YOU?

Mobile No. (91)

Landline No. (91)

(STD Code) (Number)

E-mail ID

Fill in CAPITAL LETTERS. All communication for this account will be sent to the Mobile / Email of the first holder.

TELL US WHAT YOU DO FOR A LIVING

1) Occupation (Select Anyone)

1a) Salaried (Select Anyone) Public Private Government

Corporate Name

1b) Self Employed Professional Doctor CA Architect Lawyer Consultant Entertainment
 Alternate Medical Practitioner Beautician Others

1c) Self Employed Business Sole Proprietorship Partnership/Company **No. of years in business** <= 5 yrs > 5 yrs

1d) Any other Occupation Homemaker Retired Farmer Politician Student Minor

2) Source of Income Salary Business Professional Fees Investments Agriculture Family Wealth

3) Gross Annual Income (INR)

Please submit the GST annexure if you are registered or exempt under GST

4) Are you a PEP* or related to one? Yes No

*Definition: Politically Exposed Persons (PEPs): Politically exposed persons are individuals who are or have been entrusted with prominent public functions in a country. Examples of PEPs include, but not limited to: (i) Heads of States or of Governments (ii) Senior politicians (iii) Senior government / judicial / military officers (iv) Senior executives of state-owned corporations (v) Important political party officials (vi) Senior Indian Diplomatic personnel posted outside the country. The term PEP also includes the families and close associates of the PEPs mentioned above.



DEBIT CARD

Joint Holder 2

Do you need a Debit Card :

Yes No

You may fill in how you would like your name to appear on your debit card. (If different from the name on your account)

To enable international usage on your debit card, please use Limit Management under Debit Card section on Internet/Mobile Banking.

*issued by Government Departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies

WOULD YOU LIKE TO CHOOSE A NOMINEE FOR THE ACCOUNT?

Form DA2

(Nomination under Section 45ZA of the Banking Regulations Act, 1949 and Rule 2(5) of the Banking Companies (Nomination) Rule, 1985 in respect to bank accounts.)

I/We _____ (name of existing account holders) hereby cancel the nomination made by me/us in favour of Nominee Name _____

Form DA1

(Nomination under Section 45 ZA of the Banking Regulations Act, 1949 and Rule 2(1) of the Banking Companies (Nomination) Rule, 1985 in respect to bank accounts.)

The Nominee or Guardian (if applicable) cannot be a holder on the account

Yes, I want to nominate the following person to whom in the event of my/our/minor's death the amount of deposit in the account may be returned by IDFC FIRST Bank Ltd

Please mention the nominee name in the statement/advice/passbook

Customer ID _____ (Incase an existing Account Holder)

Nominee Name:

TITLE _____ FIRST NAME _____ MIDDLE NAME _____ LAST NAME _____

Nominee Address: Same as primary account holder address OR Update address as below

Relationship with depositor _____ **Date of Birth** DD MM YYYY

If the nominee is a minor**, please complete this section. As the nominee is a minor on this date, I/We appoint:

Guardian Name:

TITLE _____ FIRST NAME _____ MIDDLE NAME _____ LAST NAME _____

Guardian Address: _____

to receive the amount of deposits in the account on behalf of the nominee in the event of my/our/minor's death during the minority of the nominee. (** Where deposit is made in the name of a minor the nomination must be signed by a person lawfully entitled to act on behalf of the minor)

No, I do not want to nominate anyone on my behalf at this moment. I understand the advantages of nomination and the consequences of not nominating anyone to my account.

I/We do hereby declare what is stated above is true to the best of my knowledge and belief.

Date: DD MM YYYY Place: _____

Signature for Existing Account Holder (for DA2 & DA1)

Signature for Joint Account Holder 1

Signature for Joint Account Holder 2

Name _____

Name _____

Name _____

DECLARATION (Please read carefully and sign at the end of this section after you have filled in all the details in the form)

1. I wish to avail the banking facilities/products from IDFC FIRST Bank Limited ("IDFC FIRST Bank"), and other products/services including Mutual Funds and/or insurance products that are offered by IDFC FIRST Bank in its capacity as an Intermediary and I have read, understood and agree to the Terms and Conditions displayed on the website of IDFC FIRST Bank i.e. www.idfcfirstbank.com, w.r.t. the said banking facilities and other products/services which may be amended by IDFC FIRST Bank from time to time and hosted and notified on the website of IDFC FIRST Bank.
2. I/ have read, understood and agree to the charges/costs, mentioned in the extant Schedule of Charges pertains to the banking facilities and products as well as the facilities and/or the other products which I wished to avail. This Schedule of Charges is also displayed on www.idfcfirstbank.com.
3. I agree to abide by and be bound by all applicable rules/regulations/instruction/guidelines issued by the Reserve Bank of India, and under the FEMA regulations, 2000 governing EEFC Accounts, the Foreign Exchange Management Act, 1999 and Foreign Account Tax Compliance Act 2010 (to the extent applicable to India) and the Common Reporting Standards (CRS), in force from time to time. I have declared my status as per the rules applicable under section 285BA of the Income Tax Act, 1961 (the Act) as notified by Central Board of Direct Taxes (CBDT) in this regard.
4. I authorize IDFC FIRST Bank to conduct my credit history verification with CIBIL or any other credit rating agency and acknowledge that IDFC FIRST Bank shall have the right and authority to carry out investigations from the information available in public domain for confirming the information provided by me to IDFC FIRST Bank. I declare that I have not availed any credit facility from any bank or have obtained NOC from such bank(s) for opening of a current account with IDFC FIRST Bank. I also hereby authorize IDFC FIRST Bank to retrieve my credit information report with help of accredited credit rating agencies and share the same with me directly as per bank's internal policy.
5. I agree to furnish and intimate to IDFC FIRST Bank any other particulars that I am called upon to provide on account of any change in law/statutory requirements either in India or abroad. I authorize IDFC FIRST Bank to exchange, share or part with all the customer information/KYC documents provided herein with financial institutions/agencies/statutory bodies/other such persons including but not limited to financial products/services providers e.g. Insurance companies, Asset Management Companies etc. for the services/products which I wished to avail and which whom IDFC FIRST Bank has agency/distribution/marketing/referral arrangement, as may be required by IDFC FIRST Bank. I shall not hold IDFC FIRST Bank or its agents/representatives liable for using/sharing such information.
6. I hereby declare that the information provided herein as well as in the documentary evidence provided by me to IDFC FIRST Bank (the "Customer Information") is true, correct and complete in all aspects to the best of my knowledge and that I have not withheld any Customer Information that may affect the assessment/categorization of the account as a Reportable account or otherwise. I further agree that any false/misleading Customer Information given by me or suppression of any material fact will render my account liable for closure and the bank shall have the right to initiate any action, under law or otherwise.
7. If any of the information provided here is incorrect, I hereby agree to indemnify and keep indemnified IDFC FIRST Bank, affiliates and their successors or assignees.
8. I agree and understand that IDFC FIRST Bank reserves the right to reject my account opening application form/request and/or the request for availing the services/products without assigning any reason thereof and without being liable to me in any manner whatsoever.
9. I authorise IDFC FIRST Bank to submit applications/other relevant documents, debit my bank account and transfer funds in any form and manner for transactions in Mutual Funds/Other investment products or do any such incidental things in pursuance of the specific instructions given by me or my Attorney from time to time for the services and/or the products I wished to avail. I state that all the acts, deeds and things done by IDFC FIRST Bank based on such instructions shall be binding on me. I hereby agree and consent to avail other products/services including Mutual Funds and/or insurance products and further agree to absolutely abide by all the Terms and Conditions in respect thereof.
10. I, being the Sole Proprietor of the Sole Proprietorship Concern (as mentioned above) hereby agree and consent to avail the "Truly One Account" of IDFC FIRST Bank and further agree to absolutely abide by all the Terms and Conditions in respect thereof, as may be notified by IDFC FIRST Bank from time to time.
11. I/we hereby provide my/our consent to update the submitted KYC details in the bank's record.
12. I hereby consent to receiving information from Central KYC Registry through SMS/Email on the registered number/email address shared with IDFC FIRST Bank.
13. I am fully aware that the bank sends SMS alerts on all account/card related transactions promptly on the mobile number shared at the time of account opening/updated subsequently and any failure to update contact information with the bank may result in any financial loss in case of misuse of cards.
14. For accounts with Method of Operation "Either or Survivor": I/We hereby confirm that premature withdrawals of all Term Deposits placed and/or proposed to be placed shall be paid by IDFC FIRST Bank under the operation rule of "Either or Survivor"
15. All fees/charges to be paid shall be exclusive of goods and services tax (GST), as may be applicable. IDFC FIRST Bank will provide me/us Services Accounting Code (SAC) and this will be quoted in all our invoices/credit/debit notes. IDFC FIRST Bank will determine if I/We are related party based on documents available or submitted for this purpose. IDFC FIRST Bank will determine the location of service provided which shall be binding on me/us. I/We shall provide the Bank with the details of exemption or lower rate of tax, if any supported by relevant documents prior to availment of services. For smooth realisation of input tax credit, I/We shall validate the invoices uploaded in the GSTN portal by the Bank between the 10th - 15th day of the month succeeding the relevant period. In case of any discrepancies, I/We shall bring it to the notice immediately. IDFC FIRST Bank will issue invoices on a monthly basis. The contents of all the invoices, debit notes, credit notes, etc. will be as per rules and guidelines in the GST law.
16. IDFC FIRST Bank protects the interest of its customers against any unauthorised electronic banking transaction. You may visit Bank's website www.idfcfirstbank.com for more details in respect of the same.
17. I understand, acknowledge and authorize that as per the provisions of Income Tax Act, Rules made thereunder and the guidelines issued by the Government/RBI in the matter, depending upon the residential status and/or other criteria stipulated therein, the Bank may have to report the details in respect of my account(s) as per the prescribed format to the Central Board of Direct Taxes (CBDT) or other Government Agencies to comply with the obligations as per the Inter-Governmental Agreements (IGA) in respect of Foreign Accounts Tax Compliance Act (FATCA) and Common Reporting Standards (CRS) and / or any other similar arrangements.
18. I undertake the responsibility to declare, disclose and recertify within 30 days any changes that may take place in the information provided in the account opening form and signed by me as well as in the documentary evidence provided by me or if any certification become incorrect.
19. I agree to furnish any declaration/information that is called upon me by IDFC FIRST Bank in order to ascertain my compliance wrto tax return filings for the purposes of Section 194N of the Income tax Act, 1961 governing TDS on cash withdrawals in such form and manner as may be required by the Bank.
20. I also agree that our failure to disclose any material fact known to me now or in future, may invalidate my application and IDFC FIRST Bank would be within its right to put restrictions in the operations of my account or take appropriate action permissible under the Indian regulations for the purpose or take any other action as may deemed appropriate if the deficiency is not updated/rectified by me within the stipulated period.
21. I agree to furnish any particulars/information that is called upon me by IDFC FIRST Bank on account of any change in law either in India or abroad in the subject matter herein.
22. In the event there is any tax demand {including interest(if any)} raised due to nondisclosure/inaccurate disclosure of information/documents on my/our part, I undertake to pay the demand forthwith and provide the bank with all information/documents that may be necessary for any proceeding before GOI/RBI/Income Tax Authorities.
23. I hereby give my consent and understand that IDFC FIRST Bank reserves the right to assign any activities related to the Debit Card operations (such as transaction processing, debit card generation, inventory management and any other Debit Card related service, basis service agreement), to the service provider/s appointed by IDFC FIRST Bank, whether located in India or overseas or to any IDFC FIRST Bank Group entity, at Bank's sole discretion, in accordance with the applicable regulatory guidelines. I give my consent to IDFC FIRST Bank to provide/share details of my Card /add-on Card member and our Account/ application details, with its service providers for activities such as Application Processing, Card Manufacturing & Embossing, Transaction and Payments processing, Rewards Management services, Statement services, Card Feature/Benefit Utilisation, Sales/Marketing, and Customer Service related to the Debit Card, for smooth and seamless processing and servicing. The current list of such service providers is appended in the Terms & Conditions webpage under ATM/Debit Card section (<https://www.idfcfirstbank.com/terms-and-conditions/atm-debit-card>).

Would you like IDFC FIRST Bank or its representatives to contact you and tell you about various products (including insurance), services and offers? Yes No

Please issue a new cheque book for this account.

Signature for Existing Account Holder _____ Signature for Joint Account Holder 1 _____ Signature for Joint Account Holder 2 _____

Name _____ Name _____ Name _____

Date

D D M M Y Y Y Y

Place _____

Please paste a RECENT Colour Photograph. Please sign across the photograph

Please paste a RECENT Colour Photograph. Please sign across the photograph

BANK USE SECTION:

Profit Centre (Joint Account Holder 1) _____ Profit Centre (Joint Account Holder 2) _____

Joint Holder 1

Staff Family Staff Customer ID Spouse Parent Child

Joint Holder 2

Staff Family Staff Customer ID Spouse Parent Child

Banker Certification

I have met the Customer at: Residence or Place of Work Other _____

I have seen and verified the original KYC documents. Copy/photo taken for record. The customer has signed in my presence

Name _____ Certification Date

Employee ID/RM Code _____ D D M M Y Y Y Y

Signature of Employee

RbiCrCatg		RbicrCode		RbiDrCatg		RbiDrCode	
180	Household, MFI, TASC	189	Resident Individuals	350	Non Infrastructure	383	Other Retail

***Checker confirmation by BM / DBM / BA / BOSM / ACSM**

I have checked the form along with the supporting documents submitted by the customer and found the same to be acceptable as per the present KYC policy and relevant operating guidelines of the bank. I have also checked the original OVD and customer has signed in my presence:

Name: _____
Emp. ID.: _____
Designation: _____

Signature of BM / DBM / BA / BOSM / ACSM

Definition of related person under GST is as under:

- (a) persons shall be deemed to be "related persons" if-
- (i) such persons are officers or directors of one another's businesses;
 - (ii) such persons are legally recognised partners in business;
 - (iii) such persons are employer and employee;
 - (iv) any person directly or indirectly owns, controls or holds twenty-five per cent or more of the outstanding voting stock or shares of both of them;
 - (v) one of them directly or indirectly controls the other;
 - (vi) both of them are directly or indirectly controlled by a third person;
 - (vii) together they directly or indirectly control a third person; or they are members of the same family;
- (b) the term "person" also includes legal persons;
- (c) persons who are associated in the business of one another in that one is the sole agent or sole distributor or sole concessionaire, howsoever described, of the other, shall be deemed to be related.

Explanation I. - The term "person" also includes legal persons.

Explanation II. - Persons who are associated in the business of one another in that one is the sole agent or sole distributor or sole concessionaire, howsoever described, of the other, shall be deemed to be related.

Definition of Deemed OVD is as under:

- (a) Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill)
- (b) Property or Municipal tax receipt
- (c) Pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address
- (d) Letter of allotment of accommodation from employer issued by State Government or Central Government Departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies and leave and license agreements with such employers allotting social accommodation
- (e) OVD presented by a foreign national does not contain the details of address, in such case the documents issued by the Government departments of foreign jurisdictions and letter issued by the Foreign Embassy or Mission in India shall be accepted as proof of address