

SUBMISSION OF APPLICATION & ESSENTIAL ATTACHMENTS

Application form should be forwarded along with following essential documents.

1. Undertaking signed by concerned Authorized Fund Arranger in specified format (*as per Clause 30 in the agreement*) along with every fixed deposit application forms submitted in KTDFC.
2. Mandatory documents to be furnished as per KYC (Know Your Customer) directions of the Reserve Bank of India. (*As per Clause 29 in the agreement*)

Category	Item	Document to be obtained
A. Individual	-Proof of Identity	(i) Passport (ii) PAN Card (iii) Voters Identity Card (iv) Driving license (v) Identity card (vi) Letter from recognized public authority or public servant verifying the identity and residence of the customer (any one document mentioned above)
	-Correct permanent address	(i) Telephone bill (ii) Bank account statement (iii) Letter from any recognized public authority (iv) Electricity bill (v) Ration Card (vi) Letter from employer, (vii) Passport (viii) Voters Identity Card (ix) Driving license (x) Identity Card (any one document mentioned above)
B. Companies	-Name of Company -Principal place of business -Mailing address of the company -Telephone/Fax Number	(i) Certificate of incorporation and Memorandum & Articles of Association (ii) Resolution of the Board of Directors to open a deposit and identification of those who have authority to operate the deposit (iii) Power of Attorney granted to its managers, officers or employees to transact business on its behalf (iv) Copy of PAN allotment letter (v) Copy of telephone bill
C. Partnership Firms	-Legal name -Address -Name of all partners and their addresses -Telephone numbers of the firm and partners	(i) Registration certificates, if registered (ii) Partnership deed (iii) Power of Attorney granted to a partner or an employee of the firm to transact business on its behalf (iv) Any officially valid document identifying the partners and the persons holding the Power of Attorney and their addresses (v) Telephone bill in the name of firm/partners
D. Trusts/ Foundations	-Name of Trustees, settlers, beneficiaries and signatories -Names and addresses of the founder, the managers/directors and the beneficiaries -Telephone/fax numbers	(i) Certificate of registration, if registered (ii) Power of Attorney granted to transact business on its behalf (iii) Any officially valid document to identify the trustees, settlers, beneficiaries and those holding Power of Attorney, founders/managers/directors and their addresses (iv) Resolution of the managing body of the foundation/association (v) Telephone bill

4. CMS Pay-in-slips of HDFC or IDBI Banks as the proof of amount deposited.

4. Form 15G/15H / Tax exemption certificate obtained from Income Tax etc, if no TDS is to be deducted at source.

5. Copy of PAN Card.

6. In case of Trusts/Institutions, Resolution of the Board for the investment, Tax exemption certificate/Income tax recognition certificate etc.

7. Bank account details for effecting NEFT/RTGS payment. (Format attached)

UNDERTAKING

(to be attached with every fixed deposit application forms submitted by Fund Arrangers)

- a. I/We hereby confirm having met the customer and verified the original with the document proof.*
- b. I/We have verified the signature. All signatories have signed before me/us.*
- c. KYC compliance of the depositor is found correct.*
- d. I/we hereby confirm the same having done with Due Diligence.*
- e. I/We hereby certify that this application form is complete in all respects and relevant documents have been submitted.*

Seal of the Fund Arranger

Signature (Authorised Fund Arranger)

NEFT / RTGS ELECTRONIC FUNDS TRANSFER – MANDATE FORM

To

Kerala Transport Development Finance Corporation Ltd
Level 8, 6th Floor, TRANSTOWERS, Vazhuthacaud
Thiruvananthapuram, Kerala – 695014

Sub : Receipt of interest / deposit maturity payment through NEFT/RTGS mode-declaration-reg:

I am giving below the details of my Bank account for receiving monthly/quarterly interest or deposit maturity payment through NEFT/RTGS . My/Our fixed deposit number/s with KTDFC is/are as follows.

Sl.No	FD Number	Deposit Amount	Maturity Date
01.			
02.			
03.			

My Bank account details are as follows (* all fields are mandatory).

01.	Name of Bank	
02.	Name of Bank branch	
03.	Bank branch address	
04.	Name of Account holder (as appearing in cheque book)	
05.	Account Type (Saving/Current/CC etc)	
06.	Account Number (as appearing in cheque book)	
07.	IFS Code for RTGS/NEFT (11 digit)	
08.	MICR Code (9 digit)	
09.	Mobile Number	
10.	Email-ID	
11.	Income Tax PAN Number	

Note : Please attach a Cancelled cheque leaf / Photo copy of the page of Bank pass book containing details of Bank accounts number, IFS code etc.

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold KTDFC responsible.

Date :

Signature of the deposit holder