

DP ID (IN300126 / IN301151 / IN301549 / IN300476 / IN300601 / IN301436 / 13012400 / 13020700) \* Applicable for DP ID 13012400 / 13020700 only.

I/We request you to update address details, as selected, in

Date 

D	D	M	M	Y	Y	Y	Y

1.KRA / CKYC records

Internal Reference Number:

2.Demat Account (held with HDFC Bank), I.DP ID 

--	--	--	--	--	--	--	--	--	--

II.Client ID 

--	--	--	--	--	--	--	--	--	--

3.Trading Account (held with HDFC Securities) 

--	--	--	--	--	--	--	--	--	--

We wish to have the address details to be updated for  Correspondence only  Permanent only  Correspondence and Permanent

I / We understand that if the Primary or joint holder name, signatures, address details with documents submitted do not match then said request would not be processed.

**\* Existing details, to be mentioned only when new details are to be updated**

**1 Permanent Address**

Flat No & Building Name

Road Name

Landmark [Pl. prefix word such as near,opp)

City

State

Pin Code

Country

**2. Correspondence address**

Flat No & Building Name

Road Name

Landmark [Pl. prefix word such as near,opp)

City

State

Pin Code

Country

**Name of the holder as per Demat Account**

**Signature of the holder(s)  
as per the Demat Account**

	Name of the holder as per Demat Account	Signature of the holder(s) as per the Demat Account
1 <sup>st</sup>		
2 <sup>nd</sup>		
3 <sup>rd</sup>		

I confirm that the account is ACTIVE, applicant(s) signed in my presence / signatures are matching with Demat Account records.

**Attestation by Bank Official**

Name, Emp Code & Designation: \_\_\_\_\_

Sign of Bank Employee: \_\_\_\_\_

Please visit the URL <http://www.hdfcbank.com/personal/customer-centre> for query, if any:-

Sr No	Branch check list points	Status	Verification Done by
1	Customer signature(s) verified with Debos applicaiton & attested by Bank official	Yes/No	Details of staff verifying checklist to be mentioned
2	Branch code mentioned and Branch inward stamp affixed on the form.	Yes/No	
3	All supporting documents are self attested by client/s and clearly visible (Proof of new address)	Yes/No	
4	KYC documents (new address proof documents ) are verified with original and attested to this effect by Bank official	Yes/No	
5	Address of client mentioned on form matches with details available on new address proof.	Yes/No	
6	Correction(s) on the form is authenticated by all the holders of Demat account.	Yes/No	
7	Landmark details if mentioned, are prefixed with words such as opposite/behind/nearby etc.	Yes/No	
8	Branch official attesting / certifying documents has put his / her signature / employee no / designation along with branch seal	Yes/No	

**Acknowledgement Receipt**

Date: 

--	--	--	--	--	--	--	--	--	--

We acknowledge the receipt of  Address Change / Updation request for

Demat Account DPID

--	--	--	--	--	--	--	--	--	--

Client ID

--	--	--	--	--	--	--	--	--	--

HSL Trading Account

--	--	--	--	--	--	--	--	--	--

Depository Participants Seal & Signature

INTENTIONALLY BLANK



**DETAIL OF RELATED PERSON 1**

KYC Number of Related Person (If available)

Related Person Type  Director#  Promoter  Karta  Trustee  Partner  Court Appointment Official  Proprietor  
 Beneficiary  Authorised Signatory  Beneficial Owner  Power of Attorney Holder  Other (Please Specify \_\_\_\_\_)

DIN (Director Identification Number)#  (Mandatory if Related Person Type is Director)

**PERSONAL DETAILS**

Prefix	First Name	Middle Name	Last Name
Name* (Same as ID Proof)			
Father / Spouse Name*			
Mother Name*			
Maiden Name (If available)			
Date of Birth*	D D M M Y Y Y Y	Gender*	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Third Gender
Nationality*		PAN*	<input type="checkbox"/> Form 60 Furnished
Differently abled status	<input type="checkbox"/> Yes <input type="checkbox"/> No	Percentage of Impairment	
Type of Impairment Code		UDID Number	
Status	<input type="checkbox"/> Resident Individual <input type="checkbox"/> Non resident Individual <input type="checkbox"/> Foreign National <input type="checkbox"/> Person of Indian Origin		
Politically Exposed Person:	<input type="checkbox"/> Yes <input type="checkbox"/> No <small>Politically Exposed Persons* (PEPs) are individuals who have been entrusted with prominent public functions by a foreign country, including the heads of States or Governments, senior politicians, senior government or judicial or military officers, senior executives of state-owned corporations and important political party officials</small>		
Related To Politically Exposed Person	<input type="checkbox"/> Yes <input type="checkbox"/> No		

**PROOF OF IDENTITY AND ADDRESS**

I. Certified copy of OVD or equivalent e-document of OVD or OVD obtained through digital KYC process needs to be submitted (anyone of the following OVDs)

A-Passport  B-Voter ID Card  C-Driving Licence  D-NREGA Job Card  
 E-National Population Register Letter  F-Proof of Possession of Aadhaar with Non-DBT Aadhaar consent

ID Card No  Expiry Date

II. eKYC Authentication

III Offline verification of Aadhaar

Please affix your recent passport size photograph

Signature across with seal

IV For Foreign Nationals in case OVD (Passport, Driving License, Voter Identity Card) provided does not contain address then documents issued by the Government departments of foreign jurisdictions and letters issued by the Foreign Embassy or Mission in India, are acceptable as proof of address for correspondence.

**Correspondence Address\***

Flat No & Bldg Name															
Road No/Name*															
Landmark / Area															
City / Town*											Pin Code				
State*											Country				
Email ID*															
Mobile No.*															

**Permanent Address\***  Please tick, if permanent address is same as correspondence address

Flat No & Bldg Name*															
Road No/Name*															
Landmark / Area*															
City / Town*											Pin Code				
State*											Country				

**Declaration**

- I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately, in case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.
- I hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/email address.
- 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 I 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 offering DP Services.

S6  
Authorised Signatory Sign with Company Seal

Date:



