

Check List for opening Private Limited Account for Advisory - Non Individual Ac

Sr No	Required Documents	list of Documents Client can provide
1	Company Pancard	Company Pan card with the original company stamp authorized person signature and IPV should be done by the concern RM(PAN name should match with name on NSDL site.In case of any differences customer should rectify before submitting AOF)
		Any one from below list
2	Company Address proof	1)Bank statement with bank stamp with banker's employee id (Not less than 3 months) 2)Banker's letter with bank stamp with banker's employee id 3)Utility bill/Telephone bill (Not less than 3 months) It Should be signed by authorized person with the company stamp and OSV/IPV should be done by the concern RM
		Any one from below list
3	Company Bank Proof	1)Bank Statement (Not less than 3 months) 2)Cancelled cheque (Original Cancelled Cheque with the Personalized cheque) 3)Banker's letter on bank letter head bank proof should be containing IFSC Code MICR , AC type and it should not be not more than 3 month old. And it Should be signed by authorized person /bank stamp also required.
4	Certificate of incorporation-	with the company stamp and authorized person signature
5	Director's PAN (for All the directors)	pan card copy of all the holders with self attestation and company stamp also IPV should be done by the concern RM
6	Director's address proof- (All the directors)	Addhar card / passport / bank statement / Driving License with self attestation with and IPV should be done by the concern RM
7	Board resolution-	On Original Letterhead with the original stamp of company and authorized person signature
8	List of Director' with DIN on company letter head	On Original Letterhead with the original stamp of company with all the director signatures

9	List of authorized signatories on company letter head	On Original Letterhead with the original stamp of company with all the authorized Persons signature (as per board resolution)
10	Shareholding pattern with percentage on company letter head	On Original Letterhead with the original stamp of company and authorized person signature
11	Balance sheet and P & L of last two years / Net worth certificate / Declaration of company (for not providing any financials)	with the company stamp on 1st and last page of pnl & balance sheet with the authorized person signature
12	MOA & AOA	with the company stamp and authorized person signature on 1st and last page
13	Annual Income	Income should be ticked in AOF
14	Net worth as on date	Net worth and as on date should be mentioned in AOF
15	Nature of business	should be mentioned in the AOF
16	Mobile no / Email id	should be mentioned in the AOF
17	Advisory and group name to be mentioned on the form -	Mapping details - Rm name and group name should be mentioned on the application
18	All Kyc Documents should be verified with the original one and IVP stamp should be there on all the kyc documents	In person verification stamp should be there on all the kyc documents by the concern RM
19	UBO & NPO agreement should be signed by Authorized person	It should be signed by authorized signatories as per mode of operation given in Board Resolution
20	Risk Profiler / Fee schedule / IPS Details should be mentioned in the AOF	Ac would not be processed , if fee / risk profiler / IPS details will not be mentioned in the AOF
21	GST certificate	Gst certificate is required only for billing purpose
	Note : In case if some other company is holding stage in shareholding pattern , than require director wise details for the said company	Also note CVL kra / Kyc should be validated otherwise account will not be process further