

## Electoral Bond Scheme 2018 – Document Checklist for Purchasers

<b>1</b>	<input type="checkbox"/> <b>Electoral Bond Application Form (available at Authorized SBI Branches and <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> )</b>					
<b>2</b>	KYC Document (Based on the Type of Purchaser)	o <u>Individual</u>  <input type="checkbox"/> Aadhaar with Current Address/Proof of Application of Enrolment of Aadhaar  <input type="checkbox"/> PAN/Form No. 60 as defined in Income-Tax Rules, 1962.  In case If PAN is not available and/or Aadhaar doesn't have the current address one certified copy of any one of the following Officially Valid Documents (OVDs) to be submitted:  <input type="checkbox"/> Passport/ <input type="checkbox"/> Driving Licence/ <input type="checkbox"/> Voter's Identity Card issued by Election Commission of India/ <input type="checkbox"/> Job Card issued by NREGA duly signed by an officer of the State Govt/ <input type="checkbox"/> The letter issued by the National Population Register containing details of Name and Address.  In case If above OVDs not available, anyone of the following deemed OVDs to be submitted:  <input type="checkbox"/> Utility Bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill)/  <input type="checkbox"/> Property or Municipal Tax Receipt/  <input type="checkbox"/> Pension or Family Pension Payment Orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address/  <input type="checkbox"/> 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 Licence Agreements with such employers allotting official accommodation	o <u>Companies</u>  <input type="checkbox"/> Certificate of Incorporation  <input type="checkbox"/> Memorandum and Articles of Association  <input type="checkbox"/> A Resolution from the Board of Directors and Power of Attorney granted to its managers, officers or employees to transact on its behalf  <input type="checkbox"/> PAN of the Company  <input type="checkbox"/> (a) Aadhaar Number and (b) PAN or Form 60 as defined in the Income-tax Rules, 1962, issued to managers, officers or employees holding an Attorney to transact on the Company's behalf.  <input type="checkbox"/> Declaration of Beneficial Ownership on Specified Format (available on <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> )  <input type="checkbox"/> Self attested KYC documents and photograph of each Beneficial Owner.	o <u>Partnership Firms</u>  <input type="checkbox"/> Registration Certificate  <input type="checkbox"/> Partnership Deed  <input type="checkbox"/> PAN of the Partnership Firm  <input type="checkbox"/> (a) Aadhaar Number and (b) Permanent Account Number or Form 60 as defined in the Income-tax Rules, 1962, issued to the person holding an Attorney to transact on its behalf.  <input type="checkbox"/> Declaration of Beneficial Ownership on Specified Format (available on <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> )  <input type="checkbox"/> Self attested KYC documents and photograph of each Beneficial Owner.	o <u>Trust</u>  <input type="checkbox"/> Registration Certificate  <input type="checkbox"/> Trust Deed  <input type="checkbox"/> PAN of the Trust  <input type="checkbox"/> (a) Aadhaar Number and (b) Permanent Account Number or Form 60 as defined in the Income-Tax Rules, 1962, issued to the person holding an Attorney to transact on its behalf.  <input type="checkbox"/> Declaration of Beneficial Ownership on Specified Format (available on <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> )  <input type="checkbox"/> Self attested KYC documents and photograph of each Beneficial Owner.	o <u>Unincorporated Association or a Body of Individuals</u>  <input type="checkbox"/> Resolution of the Managing Body of such Association or body of individuals  <input type="checkbox"/> Power of Attorney granted to him / her to transact on its behalf  <input type="checkbox"/> PAN of the unincorporated Association or a Body of Individuals  <input type="checkbox"/> Aadhaar Number and (b) Permanent Account Number or Form 60 as defined in the Income-Tax Rules, 1962, issued to the person holding an Attorney to transact on its behalf.  <input type="checkbox"/> Declaration of Beneficial Ownership on Specified Format (available at Authorized SBI Branches and <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> )  <input type="checkbox"/> Self attested KYC documents and photograph of each Beneficial Owner.
<b>3</b>	Citizenship Document (Based on the Type of Purchaser)	o <u>Individual</u>  Anyone of the below mentioned document is required:  <input type="checkbox"/> Passport issued by Govt of India/  <input type="checkbox"/> Voter ID Card issued by Election Commission of India/  <input type="checkbox"/> Letter from National Population Registry (NPR) for the residents of J&K, Meghalaya and Assam	o <u>HUF</u>  Anyone of the below mentioned document is required:  <input type="checkbox"/> Passport of Karta issued by Govt of India/  <input type="checkbox"/> Voter ID Card of Karta issued by Election Commission of India/  <input type="checkbox"/> Letter from National Population Registry (NPR) for Karta, if he/she is resident of J&K, Meghalaya or Assam	o <u>Company</u>  <input type="checkbox"/> Certificate of Incorporation in India	o <u>Firm</u>  Anyone of the below mentioned document is required  <input type="checkbox"/> Certificate of Incorporation in India  <input type="checkbox"/> Certificate of Establishment in India (Partnership Deed/ Trust Deed)	o <u>Association of Persons or a body of Individuals, whether incorporated or not/ Artificial Juridical Person, not falling within any of the preceding sub-clauses/ Agency, Office or Branch owned or Controlled by such person</u>  Anyone of the below mentioned document is required  <input type="checkbox"/> Certificate of Incorporation in India  <input type="checkbox"/> Certificate of Establishment in India
<b>4</b>	<input type="checkbox"/> <b>Pay-In Slip (available at Authorized SBI Branches and <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> )</b>					
<b>5</b>	Instrument/ Receipt (Based on the chosen Mode of Payment)	o <u>Cheque Mode</u>  <input type="checkbox"/> Cheque drawn in favour of "SBI TB A/c"	o <u>DD Mode</u>  <input type="checkbox"/> DD drawn in favour of "SBI TB A/c"  <input type="checkbox"/> Proforma from Remitting Branch declaring the source of funds on the Letter Head of the Branch stamped and signed by the Branch Manager. The Prescribed Format of the Proforma is available on <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a>	o <u>Online SBI</u>  <input type="checkbox"/> Payment Receipt  <input type="checkbox"/> Bank A/C statement of the customer displaying transaction confirming the remittance made from his/her Account.	o <u>NEFT/RTGS</u>  <input type="checkbox"/> Payment Receipt  <input type="checkbox"/> Proforma from Remitting Branch declaring the source of funds on the Letter Head of the Branch stamped and signed by the Branch Manager. The Prescribed Format of the Proforma is available on <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a>	