

ACCEPTABLE LIST OF KYC DOCUMENTS FOR NON-RESIDENT INDIANS

MANDATORY

1. PAN / PAN Acknowledgement or Form 60 (in absence of PAN)
2. Latest Passport size photograph
3. Self-attested copy of Official Valid Document (OVD). If account is being opened by a **NEW TO BANK** customer then document need to be additionally be certified by any one of the following:
 - a) Any authorized official of overseas branches of Scheduled Commercial Banks registered in India [[CLICK HERE](#) for country wise list of Indian bank Branches]
 - b) Any branch of overseas bank with which HDFC Bank has relationship [[CLICK HERE](#) for Details].
 - c) Notary Public abroad.
 - d) Court Magistrate abroad.
 - e) Judge abroad.
 - f) Indian Embassy/Consulate General in the country where the NRI/PIO resides.

PROOF OF IDENTITY (A) *(Point no.3 of Mandatory Section to be adhered)*

INDIAN PASSPORT HOLDER

- Photocopy of Valid Indian Passport.

FOREIGN PASSPORT HOLDER

- Photocopy of Valid Foreign Passport.

PROOF OF NRI/PIO STATUS (B)

INDIAN PASSPORT HOLDER

- Photocopy of Valid VISA (Employment / Residence / Student / Dependent etc.) or Work/ Residence Permit copy.

FOREIGN PASSPORT HOLDER

- Photocopy of OCI (Overseas Citizen if India) card / PIO (Person of Indian Origin) card / PIO Declaration wherever Applicable.

PROOF OF ADDRESS (Document should be Self-attested and duly certified by above mentioned authorities mandatorily) (Any One i.e. INDIAN or OVERSEAS proof required)

OFFICIALLY VALID DOCUMENTS (OVD)

- Valid Passport
- Driving License
- Aadhar Card (*Indian Address Proof*)
- Voter's ID card issued by the Election Commission of India (*Indian Address Proof*)
- Job Card issued by NREGA duly signed by an officer of the State Government (*Indian Address Proof*)
- Letter issued by the National Population registered containing details of Name & Address.
- Documents issued by the Government departments of foreign jurisdictions (like OCI/PIO Card, Work/Resident Permit, Social Security Card, Green Card etc.) (*Accepted only in case of foreign citizen holding PIO/OCI card*)
- Letter issued by the Foreign Embassy or Mission in India (*Accepted only in case of foreign citizen holding PIO/OCI card*)

DEEMED TO BE OVD

- Utility bill (Electricity / Telephone / Post-Paid Mobile Phone / Piped Gas / Water Bill)- (*not more than 2 months old*)
- Property or Municipal Tax Receipt
- Pension or Family Pension Payment Orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address
- Letter of allotment of accommodation / Leave and License agreements allotting official accommodation from employer issued by State or Central Govt. departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies.



ANNEXURE X - DECLARATION FROM CUSTOMER TO PROVIDE OVD WITH CURRENT MAILING ADDRESS WITHIN 90 DAYS MONTHS FROM THE DATE OF ACCOUNT OPENING

Date:

To,

The Branch Manager

HDFC Bank Limited, (Branch Address)

Sub: New account opening without OVD with current mailing address

Dear Sir/ Madam,

I/We, giving a request to open Bank account, hereby confirm that I/We do not have a valid OVD (Officially Valid Document) with my/our current mailing address.

1. I/We confirm that I/We will provide a valid proof of address within 90 days from the date of request
2. I/We agree that if the OVD of mailing address is not submitted to the satisfaction of the Bank, within 90 days from the date of request for account opening, the Bank shall have the right to restrict transactions in my/our account without any further notice to me.
3. I/We agree to submit OVD with current mailing address within the stipulated time in order to allow uninterrupted transactions in the account.
4. I/We also agree that it will be my/our responsibility to inform other holders, in case such holders are being added in the account(s) in due course of time
5. I/We agree and undertake to keep HDFC Bank fully indemnified against claims and damages, which may arise due to HDFC Bank relying and acting on this declaration.

Name:

(Name & Signature of 1st account holder)

Name:

(Name & Signature of 2nd account holder)