



REGENT GRANITO INDIA LTD.

NR. SABAR DAIRY, HAJIPUR,
 TAL - HIMMATNAGAR, DIST – SABARKANTHA (Gujarat)
 Ph.No: 02772 – 226247- 48 , 226466-67, 304500
 Fax No: 02772 – 226247-468

KYC FORM

Know Your Client (KYC)

Application Form		Application No. :	
Please fill this form in ENGLISH and in BLOCK LETTERS			
This information is sought under			
A. Identity Details			
1. Name of Establishment			
2. Date of Registration/ Incorporation			
3. Status	Company/ Partnership/Individual/ HUF/ _____		Others <i>Please specify</i>
4. Permanent Account Number (PAN) (MANDATORY) Please tick () Copy of PAN Card attached		Please affix most recent colour photograph 30mm x 40 mm Sign across the photograph	
5. Value Added Tax Number (TIN) (MANDATORY) & CST Number. Please tick () Copy of TIN attached			
6. Registration No. (MANDATORY in Case of Company)			
7. Details of Partner/ Director			
<u>Name</u>	<u>Pan No.</u>	<u>D.O.B</u>	<u>Anniversary</u>
1)			
2)			
3)			
4)			
8. Bank Details			
Name of Bank and Branch			
Bank Account Number			
9. Details of Dealership (if any)			
Name of Company		Product	
1)			
2)			
3)			



B. Address Details			
1. Address for Correspondence			
City / Town / Village		Postal Code	
State		Country	
2. Office Premises	Owned/Rental		
3. Contact Details			
Tel. (Off.) (ISD) (STD)		Tel. (Res.) (ISD) (STD)	
Mobile (ISD) (STD)		Fax (ISD) (STD)	
E-Mail Id.			
4. Proof of address to be provided by Party. Please submit ANY ONE of the following valid documents & tick (<input type="checkbox"/>) against the document attached.			
Latest Telephone Bill_____ Latest Electricity Bill_____ Passport Driving License _____ Latest Bank Passbook_____ Latest Bank Account Statement_____ Voter Identity Card_____ Ration Card___ Registered Lease / Sale Agreement of residence_____ Any other proof of address document_____			
C. Contact Details of Key Person			
1. Name of Key Person			
2. Date of Birth			
3. Permanent Account Number (PAN) (MANDATORY)Please tick (<input type="checkbox"/>) Copy of PAN Card attached			
4. Tel. (Off.) (ISD) (STD)			
5. Mobile (ISD) (STD)			
6. E-Mail Id.			
7. Permanent Address of Resident of Key Person			
City / Town / Village		Postal Code	
State		Country	
8. Proof of address to be provided by Applicant for Key Person. Please submit ANY ONE of the following valid documents & tick (<input type="checkbox"/>) against the document attached.			
Latest Telephone Bill_____ Latest Electricity Bill_____ Passport Driving License _____ Latest Bank Passbook_____ Latest Bank Account Statement_____ Voter Identity Card_____ Ration Card___ Registered Lease / Sale Agreement of residence_____ Any other proof of address document.			



D. Other Details		
1. Gross Annual Turnover Details Please tick ()		
_____ Upto Rs. 5,00,000 _____ Rs. 5,00,001 to Rs. 25,00,000 _____ Rs. 25,00,001 to Rs. 1,00,00,000 _____ Rs. 1,00,00,001 to Rs. 5,00,00,000 _____ Rs. 5,00,00,001 and above.		
2. a. Details of other product Please tick () any one		
1. Wall Tiles _____ 2. Ceramic Item _____ 3. Others (Please specify) _____		
3. Any Suggestion, Please Mentioned		
DECLARATION		SIGNATURE OF APPLICANT
I hereby declare that particulars given herein are true, correct and complete to the best knowledge and belief. I hereby agree to provide ant additional information /documents that may be required by the company.		Place
		Date
For Office Use Only	(Attested) True copies of documents received (Originals Verified) Self Certified Document copies received	KYC Ref.

CHECKLIST
(Before submitting this form, please go through the following checklist)
1. Please ensure that the form is completed in all respects and signed by you.
2. Please affix your recent photograph and sign across the photograph.
3. Please attach your PAN card as proof of Identity Document. This should be a photocopy
4. Please attach your Copy of TIN No. This should be a photocopy
5. Please attach a Proof of Address Document
For assistance or enquiries please approach the Point of Service where you had submitted your KYC Application Form.



Dear Business Associate,

Ref: KYC Compliance

It is a matter of great pleasure to have business relation with you & your esteemed organization. We have been enjoying business relation for our mutual growth since long. As you are aware that REGENT has always focused on system to become an organized player in the field of Building Material. For past two years we have launched many products and added many members as dealers and distributors in REGENT family.

In continuation of the same we require KYC (Know Your Customer) of our business associates like dealers, distributors, suppliers and our employees for the following purpose:

- ☐ REGENT is planning for an IPO in short future and for that we must have updated information of all our business associates.
- ☐ As a part of modernization and up gradation of documents, we need to have details of all our business associates.
- ☐ The information is required to help our organization to provide updated information about products and its activity to our associates.
- ☐ In addition it is also mandatory for a company maintaining ISO standards.

You are requested to fill up the form, attach necessary documents and send it to Our Director Mr. Mahendra Patel at Head Office. In case you need any assistance to fill up the form please contact us immediately. As soon as we receive the Form & Documents, confirmation letter from H.O. will be sent through email or Post.

Looking forward for your kind cooperation in the matter

Wish you all the best.

For, Regent Granito (India) Ltd.

Sd/-
Director

This is a computer generated letter and do not require signature.