

**FOR BRANCH USE:** Branch Name/ Code: \_\_\_\_\_

Receipt Date: \_\_\_/\_\_\_/\_\_\_ Action Taken on: \_\_\_/\_\_\_/\_\_\_

Signature \_\_\_\_\_



**Re-KYC diligence & operationalizing 'In-operative' NRI account**  
(In case of joint account, each joint account holder has to fill and submit it separately)

NRI-18.5

Branch Name/Code: \_\_\_\_\_ Account No: \_\_\_\_\_

Account Holder's Name: \_\_\_\_\_

Abovementioned account is 'In-operative', for operationalization of the same please debit & credit ₹ 1/- from it.

In connection with RBI's guidelines on "Know Your Customer" (KYC) norms, I hereby submit the following details for re-KYC of my aforesaid account.

**Personal Details:**

Status:  NRI  Person of Indian Origin (PIO) / Overseas Citizen of India (OCI)

Maiden Name (if any): \_\_\_\_\_

Father Name: \_\_\_\_\_ <First-Middle-Surname>

Mother Maiden Name: \_\_\_\_\_

Guardian Name (For minor only): \_\_\_\_\_ <Mr./Ms./Mrs./Other> \_\_\_\_\_  
\_\_\_\_\_ <First-Middle-Surname>

Place of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

Marital Status:  Married  Unmarried  Others \_\_\_\_\_

Spouse Name (Required if Marital Status is married): \_\_\_\_\_ <First-Middle-Surname>

PAN No: \_\_\_\_\_ (Not required for NRE / FCNR (B) Account but advisable for NRO Account)

Aadhaar No: \_\_\_\_\_ (Optional)

PIO / OCI Card No: \_\_\_\_\_ (Required if you are holding PIO/OCI card)

**Current Address (Overseas only)**

Address Type:  Residential or Business  Residential  Business  Registered Office  Unspecified

City / Town / District: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ PIN: \_\_\_\_\_

**Permanent Address (Overseas/Indian)**

Please tick (✓) if Permanent & Current Address are same (In such case, no separate proof of permanent address is required)

Address Type:  Residential or Business  Residential  Business  Registered Office  Unspecified

City / Town / District: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ PIN: \_\_\_\_\_

Please tick where you would like to receive all correspondences -  Current Address  Permanent Address

Email Address \_\_\_\_\_

Mobile Number \_\_\_\_\_

Tel Number (Res) \_\_\_\_\_

Tel Number (Off) \_\_\_\_\_

Passport Details	Number	Issue Date	Place of Issue	Nationality	Valid Up to

Paste a recent passport size photograph of account holder

VISA / Work Permit Details <i>(Not required for PIO / OCI status and NRIs with seafarer work profile)</i>	Number	Issue Date	Place of Issue	Valid Up to

Photograph should be signed across by the account holder

**Identification Details** *(Please mention the document being submitted as per Identification Documents table given on page number 4)*

- A. Proof of Status:** \_\_\_\_\_
- B. Proof of Identity:** \_\_\_\_\_
- C. Proof of Tax Residency:** \_\_\_\_\_
- D. Current Address document (Overseas only):** \_\_\_\_\_
- E. Proof of Permanent Address (Overseas / Indian):** \_\_\_\_\_
- F. Additional proof for applicants who are not visiting our Branch for opening the account:** \_\_\_\_\_

**Mode of Submitting / Sending to Home Branch:** As per anyone of the following mode:

- a. For customers visiting the branch in person:** Please submit documents as per points A, B, C, D and E
- b. For customers not visiting to branch in person:**
- i. For customers residing in anyone of the country as per country list\* (given below):* Please submit documents as per following ( all the documents to be self-attested):
- Documents as per points A, B, C, D and E; and
  - Copy of latest overseas bank account statement (*Bank statement of self-account in original/computer generated with Bank's name/logo of an overseas bank evidencing that credits/debits have taken place in the account in the preceding three months period. The statement should not be more than 3 months old*).
- Please Note:** - This request letter along with documents may be sent to the home branch through registered email address as scanned copies or by post / courier. *If it is scanned and emailed then, please submit original hard copies of the documents sent through email upon your next visit to the branch.*
- ii. In all other cases:* Please submit documents as per points A, B, C, D, E and F through post or courier from overseas. However third party attestation of all documents is mandatory and it can be done by anyone of the following:
1. SBI Foreign Office      2. Indian Embassy / High Commission      3. Notary Public

**\*Country List:** Australia, Austria, Bahrain, Belgium, Canada, China, Denmark, Finland, France, Germany, Hong Kong, Iceland, Ireland, Italy, Japan, Kuwait, Netherlands, New Zealand, Norway, Oman, Qatar, Saudi Arabia, Singapore, South Africa, Spain, Sweden, Switzerland, United Arab Emirates (UAE), United Kingdom (UK) and United States (US).

**Taxation Details (Please fill following details, if you are tax payer in any of the country or multiple countries)**

S. No.	Country of residence for tax purpose	Tax Identification Number (TIN) number or functional equivalent	TIN issuing Country
1			
2			
3			

**Please provide address, if S. No. 1 is filled in Taxation Details:**

Same as Current Address
  Same as Permanent Address
  Other Address: \_\_\_\_\_

City / Town / District: \_\_\_\_\_ Country \_\_\_\_\_ PIN \_\_\_\_\_

**FATCA / CRS / Central KYC Registry - Declaration and Undertaking:**

- I hereby certify that I have declared my status as per the rules applicable under section 285BA of the Income tax Act, 1961 as notified by Central Board of Direct Taxes (CBDT) vide Notification No. S.O. 2155(E) dated 7 August 2015 and RBI Circular No. RBI/2015-16/165 DBR.AML.BC.No.36/14.01.001/2015-16 dated 28 August 2015 in this regard.
- I understand and acknowledge that as per the provisions Income tax Act, Rules made thereunder and guidelines issued by the RBI in the matter, depending upon the residential status and/or other criteria stipulated therein, the Bank may have to report the details in respect of my account(s) as per the prescribed format to the Central Board of Direct Taxes (CBDT) or other Government Agencies to comply with the obligations as per the Inter-Governmental Agreements (IGA) and Common Reporting Standards (CRS) and or any other similar arrangements.
- I certify that the information provided by me above as applicable to me and signed by me as well as in the documentary evidence provided by me is, to the best of my knowledge and belief, true, correct and complete and that I have not withheld any material information that may affect the assessment/categorization of my account as a U.S. Reportable Account or other reportable Account or otherwise.
- I undertake the responsibility to declare and disclose within 30 days from the date of change, any changes that may take place in the information provided above, as well as in the documentary evidence provided by me or if any certification becomes incorrect and to provide fresh and valid self- certification along with documentary evidence.
- I also agree that my failure to disclose any material fact known to me, now or in future, may invalidate me from transacting in the account and State Bank of India would be within its right to put restrictions in the operations of my account or close it or report to any regulator and/or any authority designated by the Government of India (GOI) /RBI for the purpose or take any other action as may be deemed appropriate by State Bank of India, under the guidelines issued by CBDT/RBI from time to time, if the deficiency is not remedied by me within the stipulated period.
- I also agree to furnish and intimate to State Bank of India any other particulars that are called upon me to provide on account of any change in law either in India or abroad in the subject matter herein.
- I shall indemnify State Bank of India for any loss that may be caused to the State Bank of India on account of providing incorrect or incomplete information by me.
- 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.
- My personal / KYC details may be shared with Central KYC Registry. I hereby consent to receiving information from Central KYC Registry through SMS / Email on my registered number / email address.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of Account Holder

**Customer Acknowledgement Copy (To be returned to the customer, if submitting it in person)**

A/c No: \_\_\_\_\_ A/c Holder Name: \_\_\_\_\_

Type of request: Request for Re-KYC diligence of NRE or NRO or FCNR (B) account

Date of receipt: \_\_\_/\_\_\_/\_\_\_

Branch Seal & Stamp

\_\_\_\_\_  
Signature of authorised official

**Identification Documents (Please give certified translated copy of proof wherever it is in foreign language)**

<p align="center"><b>Proof of Status</b></p> <p align="center">(A)</p>	<p><b>Anyone of the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>For NRIs:</b> Any one of the following:             <ol style="list-style-type: none"> <li>a) Valid Visa / Work Permit</li> <li>b) Any one of the following for NRIs with Seafarer work profile:                 <ol style="list-style-type: none"> <li>i. Valid Job Contract</li> <li>ii. Continuous Discharge Certificate (CDC), if the disembarkation stamp on CDC is not more than 6 months old</li> <li>iii. Expired contract letter (if the disembarkation stamp on CDC is not more than 6 months old)</li> <li>iv. Last pay slip evidencing employment with a shipping company (not more than 6 months old)</li> </ol> </li> </ol> </li> <li>2. <b>For PIOs / OCIs:</b> Any one of the following:             <ol style="list-style-type: none"> <li>a) PIO / OCI Card</li> <li>b) Relevant pages of Passport of parents or grand-parents, establishing their Indian Origin</li> <li>c) Marriage Certificate establishing spouse's Indian Origin</li> </ol> </li> </ol>
<p align="center"><b>Proof of Identity (B)</b></p>	<p>Relevant pages of Passport</p>
<p align="center"><b>Proof of Tax Residency</b> <i>(Required for each of TIN mentioned in Taxation Details section, if any)</i></p> <p align="center">(C)</p>	<p><b>Any one of the following:</b></p> <ol style="list-style-type: none"> <li>1. Document mentioning Tax Identification Number (TIN) or functional equivalent</li> <li>2. Certificate of residence or any valid identification issued by an authorized Government body, including a Government agency or a municipality, of the country or territory of residence</li> <li>3. Any financial statement, third-party credit report, bankruptcy filing, or a report of the Government agency regulating the securities market</li> </ol>
<p align="center"><b>Current Address document (Overseas only)</b></p> <p><i>NRIs with seafarer work profile and on ship, can either give employer's overseas address or Indian address.</i></p> <p align="center">(D)</p>	<p><b>Anyone of the following:</b></p> <ol style="list-style-type: none"> <li>1. Relevant pages of Passport (mentioning overseas address)</li> <li>2. Self-declaration of address with positive confirmation by submitting a copy of anyone of the following. Standard format can be downloaded from '<a href="#">Download Forms</a>' page of our website or please sign and write "<b>Self declaration of overseas address for NRI account opening purpose</b>" on the document itself:             <ol style="list-style-type: none"> <li>a) Government issued National Identity Card at the country of residence</li> <li>b) Driving License issued abroad</li> <li>c) Utility Bill (Electricity, Telephone, Gas)</li> <li>d) Original copy of latest overseas bank account or existing NRE / NRO account statement carrying overseas address</li> <li>e) Employer's certificate</li> <li>f) Address proof of the blood relative as per point <b>a) to e)</b> above (spouse, father, mother, sister, brother and child) with whom you are staying along with supporting proof of relationship (Passport, PAN Card, Driving License, Voter Identity Card, Aadhaar Card, Marriage Certificate, Birth Certificate)</li> </ol> </li> </ol>
<p align="center"><b>Proof of Permanent Address (Overseas / Indian)</b></p> <p align="center">(E)</p>	<p><b>Anyone of the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>For NRIs:</b> Any one of the following:             <ol style="list-style-type: none"> <li>a) Relevant pages of Passport</li> <li>b) Driving License</li> <li>c) Voter Identity Card</li> <li>d) Aadhaar Letter/Card</li> <li>e) NREGA Job Card</li> </ol> </li> <li>2. <b>For PIOs / OCIs:</b> Relevant pages of Passport</li> </ol>
<p><b>Additional proof for applicants who are not visiting our Branch for opening the account (Non-face-to-face) (F)</b></p>	<p><b>Any one of the following:</b></p> <ol style="list-style-type: none"> <li>1. Cheque drawn on the overseas Bank account</li> <li>2. Cancelled / Paid Cheque of the overseas Bank account</li> <li>3. Proof of Income / Pay Slip / Tax return</li> </ol>