

KNOW YOUR CLIENT (KYC) FORM - INDIVIDUAL

 Individual Applicant Joint Applicant Guardian If joint account, all joint holders need to complete separate KYC form
 If minor account, the guardian needs to complete this form & input guardian's details

1. Full Name of Applicant/Guardian (Mr/Mrs/Miss/Dr/Rev/Other.....)												
2. National Identity Card /Passport No											Date of Issue (NIC)	DD /MM / YYYY
											Date of Expiry (For Passport Only)	DD /MM / YYYY
3. Date of Birth	DD /MM / YYYY			4. Birth Certificate No (For minor accounts only)								
5. Citizenship Details/ Nationality	Sri Lankan <input type="checkbox"/>			Dual Citizen <input type="checkbox"/>			Foreign National <input type="checkbox"/>					
	Country of Residence											
If Non Residents	Reason for opening the account in Sri Lanka											
	Do you Invest & Repatriate money through Inward Investment Account (IIA)						Yes <input type="checkbox"/>			No <input type="checkbox"/>		
If Dual Citizen or Foreign National	Country 01						Country 02					
	Name of the country											
	Passport No											
	VISA/Passport Expiry date											

RESIDENCE DETAILS

6. Permanent Address												
	District						Country (If Non Resident)					
7. Correspondence Address												
	<input type="checkbox"/> Same as permanent Address District <input type="checkbox"/> Country (if Non Resident) <input type="checkbox"/>											
8. Status of Resident Address	Owner <input type="checkbox"/>			With Parents/Family <input type="checkbox"/>			Lease/Rent <input type="checkbox"/>					
	Friends/ Relatives <input type="checkbox"/>			Board/Lodging <input type="checkbox"/>			Official <input type="checkbox"/>					

CONTACT DETAILS & EMPLOYMENT DETAILS

9. Mobile Number							Land Phone Number					
Email Address	(Correspondence will be sent to this email in the future)											
10. Employment status	Employed <input type="checkbox"/>			Business/Self Employed <input type="checkbox"/>			Other (Please specify)					
	Unemployed <input type="checkbox"/>			Retired <input type="checkbox"/>								
If Employed	Name of Employer											
	Address of Employer											
	Position Held											
Self Employed/Owner	Name of the Business											
	Nature of Business											
Office Telephone							Office Email Address					

INCOME DETAILS

11. Annual Income (LKR) (expected income per year)	Less than Rs 1,000,000 <input type="checkbox"/>	Rs 1,000,000 to Rs 2,000,000 <input type="checkbox"/>	
	Rs 2,000,000 to Rs 3,000,000 <input type="checkbox"/>	Rs 3,000,000 to Rs 5,000,000 <input type="checkbox"/>	
	Rs 5,000,000 to Rs 10,000,000 <input type="checkbox"/>	More than Rs 10,000,000 <input type="checkbox"/>	
12. Sources of Funds	Investment Proceeds <input type="checkbox"/>	Business/ Self Employment <input type="checkbox"/>	Gift <input type="checkbox"/>
	Sale of Asset/Property <input type="checkbox"/>	Professional/Employment <input type="checkbox"/>	Pension <input type="checkbox"/>
	Inheritance/Family Remittance <input type="checkbox"/>	Commission Income <input type="checkbox"/>	Donation/Charities (Local/Foreign) <input type="checkbox"/>
	Other (Please specify) <input type="text"/>		
13. Are you or any other member in your immediate family a Politically Exposed Person (PEP)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Definition of a PEP i. An individual who is or has been entrusted domestically or by a foreign country with prominent public functions. ii. Immediate family members: An individual who is related to a PEP either directly (related by blood) or through marriage or similar (civil) forms of partnership. iii. An individual who is closely connected to a PEP, either socially or professionally.		

I hereby confirm the information provided are true and correct according to my knowledge.

Signature of Applicant/Guardian

Date

DOCUMENTS REQUIRED FOR KYC VERIFICATION

1. A copy of the National Identity Card /a copy of Valid Passport
2. A valid utility bill (within three months of issue) if the permanent address differs from the address stated in the NIC
3. A Visa copy if the Applicant is a Foreign National
4. Dual citizenship certificate (if applicable)

OFFICE USE ONLY**Documents Provided for KYC Verification****Identification Documents**

National Identity Card Passport (for foreign individuals) Driving License

Proof of Residency

National Identity Card Telephone Bill / Electricity Bill/ Water Bill

Bank / Credit Card Statement Gramasevaka certificate certified by the Divisional Secretariat

Any other (Please specify)

Signature of the authorized officer
Documents collected by

Date

Signature of the authorized officer
Verified and system updated by

Date

Signature of the authorized officer
Approved by

Date