

## NOTICE

In terms of the Prevention of Money Laundering Act, 2002 and the rules framed thereunder as well as the directions received from Reserve Bank of India on 'Know Your Customer' (KYC) norms, we are required to obtain from our customers necessary proof of their identity and address at the time of opening their account. **Further, we are required to update these proofs as per the prescribed periodicity (Once in 5 years and once in 2 years depending on risk category of accounts) by obtaining the latest copies of the relevant documents**

In view of the above, all customers of the Bank, who have opened accounts with us so far, are required to immediately submit fresh proofs of their identity and address along with two copies of their recent passport size photograph to the branch maintaining their account. This requirement is applicable to every individual maintaining account in his/her personal name or in the name of a proprietary concern and each Joint Account Holder/ Partner / Director / Trustee / HUF member/ and authorized signatory. The details of the documents acceptable as proofs of identity/address are shown below.

Proof of identity	Proof of address
<p><b>A.</b> Two copies of recent passport size photograph</p> <p><b>B.</b> Original and a Xerox copy of any one of the following documents bearing the duly attested photograph of the account holder (The original will be returned after verification)</p> <ul style="list-style-type: none"> <li>• Passport</li> <li>• PAN card</li> <li>• Voter's Identity Card</li> <li>• Driving license</li> <li>• Identity Card/Confirmation from the employer/other bank (subject to the satisfaction of the Bank)</li> <li>• Letter from a recognized public authority or public servant verifying identity and residence of the customer to the satisfaction of the Bank</li> <li>• Letter issued by UIDAI containing details of Name, Address &amp; Aadhar Number</li> <li>• Job Cards issued by NREGA duly signed by an officer of the State Government (Only for small accounts)</li> </ul>	<p>Original and a Xerox copy of any one of the following documents (The original will be returned after verification)</p> <ul style="list-style-type: none"> <li>• Passport (only if it contains the current address)</li> <li>• Voter's Identity card ( only if it contains the current address)</li> <li>• Driving license(only if it contains the current address)</li> <li>• Telephone bill (not older than two months)</li> <li>• Bank account statement</li> <li>• Letter from any recognized public authority</li> <li>• Electricity bill</li> <li>• Ration card</li> <li>• Letter from employer (subject to the satisfaction of the Bank)</li> <li>• Letter issued by UIDAI containing details of Name, Address &amp; Aadhar Number</li> <li>• Job Cards issued by NREGA duly signed by an officer of the State Government (Only for small accounts)</li> </ul>

In rural areas, in the absence of any of the above documents, ration card/certificate from local body/NGO/Micro Finance institutions may be produced for establishing identity and address (subject to satisfaction of the Bank).

If the requisite proofs are not furnished by **31.07.2012**, the Bank will be compelled, in compliance with the statutory and regulatory guidelines, to freeze operations in the KYC non-compliant accounts, without further notice to and at the risk, responsibility and cost of the customer. The Bank may also, without prejudice to any other action it might take and at its discretion, permanently close such KYC non-compliant accounts.

Customers may contact the branch where their account is maintained for further information/clarification.

We solicit the co-operation of all our esteemed customers.

GENERAL MANAGER  
PLANNING & DEVELOPMENT DEPARTMENT  
CORPORATE OFFICE