



(Scheduled Bank)

JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

ANNEXURE A

1. Accounts of Individual Saving / Current Accounts:-

Sr.No.	Identity Proof Documents – Any one of the Following Officially Valid Documents (OVD)	Sr.No.	Residential Proof of Documents
1	Passport	1	Passport
2	Driving License	2	Driving License
3	Voters Identity Card issued by election commission of India	3	Voters Identity Card issued by election commission of India
4	Job Card issued by NREGA duly signed by an officer of State Government.	4	Letter issued by the National Population Register containing details of name and address.
5	Letter issued by the National Population Register containing details of name and address.	5	Job Card issued by NREGA duly signed by an officer of State Government.
6	Aadhaar Card or Letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of	6	Aadhaar Card or Letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address, and

2. Sole Proprietorship:-

Sr.No.	Identity Proof Documents – Any one of the Following Officially Valid Documents (OVD)	Sr.No.	Residential Proof of Documents
Any one of the following in the name of Proprietor:			
1	Passport in the name Proprietor	1	Passport
2	Voters Identity Card issued by election commission of India in the name Proprietor	2	Driving License
3	Driving License in the name Proprietor	3	Voters Identity Card issued by election commission of India
4	Job Card issued by NREGA duly signed by an officer of State Government.	4	Letter issued by the National Population Register containing details of name and address.
5	Letter issued by the National Population Register containing details of name and address.	5	Job Card issued by NREGA duly signed by an officer of State Government.
6	Aadhaar Card or Letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address, and Aadhaar Number.	-	-



JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

	Any two of the following in the name Proprietorship firm :-		In the name of Proprietorship Firm :
1	Registration certificate (in the case of a registered concern),	1	If address declared by Proprietor in the account opening form and address mentioned on any one of the documents in the name of Proprietorship Firm , then it can be accepted as firm's address proof.
2	Certificate / license issued by the Municipal authorities under Shop & Establishment Act,	-	-
3	Sales and Income Tax returns,	-	-
4	CST / VAT certificate	-	-
5	License issued / Certificate of Practice issued by the Registering authority as under:- a. Institute of Chartered Accountants of India b. Institute of Cost Accountants of India c. Institute of Company Secretaries of India d. Indian Medical Council e. Food and Drug Control Authorities	-	-
6	Registration / Licensing documents issued in the name of proprietary concern by state Government or central Government.	-	-
7	IEC (Importer Exporter code) issued to proprietary concern by the office of D.G.F.T.	-	-
8	The complete Income Tax Return (not just the acknowledgement) in the name of sole proprietor where the firm's income is reflected, duly authenticated/acknowledged by the Income Tax Authorities	-	-
9	Utility bills such as electricity, water and landline telephone bills in the name of the proprietary concern.	-	-



(Scheduled Bank)

JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

10	List of registering authorities as listed in above Serial No. 1 to 9 is only illustrative, hence any other documents viz license / certificate of practice issued in the name of the proprietary concern by any professional body incorporated under a statute can be accepted as a business activity proof of the proprietary concern.	-	-
11	In cases where the Customers are not in position to furnish two such documents, then they should approach Branch Manager for further guidance.	-	-

3. Partnership:-

Sr.No.	Identity Documents – Any one of the Following Officially	Sr.No	Address Proof
Any one of the following in the name of the Partners :			
1	Permanent Account Number (Pan Card) in the	1	Passport
2	Passport in the name	2	Driving License
3	Voters Identity Card issued by election commission of	3	Voters Identity Card issued by election commission of India
4	Driving License in the name Partners	4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address, and Aadhaar Number.
5	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number in the name Partners	5	Job Card issued by NREGA duly signed by an officer of State Government
6	Job Card issued by NREGA duly signed by an officer of State Government.	-	-
In the name of Partnership Firm :-			
1	PAN Card in the name of Firm	1	Registered Leave and License Agreement / Ownership Shop /in the name of Partner/s / Firm where actual business is carried out can be considered as an address proof.



JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

2	Partnership Deed	2	If address declared by the firm in the account opening form and address mentioned on partnership deed/ registration certificate is same, then same can be accepted as firm's address proof.
3	Registration certificate	3	Utility bills such as electricity, water, landline telephone bills and Shop and Establishment licence in the name of the partnership firm.

4. Limited Liability Partnership (LLP):-

Sr.No.	Identity Documents – Any one of the Following Officially Valid Documents (OVD)	Sr.No.	Address Proof
Any one of the following in the name of the Partners :			
1	Passport in the name Partners	1	Passport
2	Voters Identity Card issued by election commission of India in the name Partners	2	Driving License
3	Driving License in the name Partners	3	Voters Identity Card issued by election commission of India
4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number in the name Partners	4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number in the name Partners
5	Job Card issued by NREGA duly signed by an officer of State Government.	5	Job Card issued by NREGA duly signed by an officer of State Government.
6	Letter issued by the National Population Register containing details of name and address.	6	Letter issued by the National Population Register containing details of name and address.
In the name of Partnership Firm :-			
1	PAN Card in the name of Firm	1	Registered Leave and License Agreement / Ownership Shop /in the name of Partner/s / Firm where actual business is carried out can be considered as an address proof.



(Scheduled Bank)

JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

5. Companies:-

Sr.No.	Identity Proof Documents – Any one of the Following Officially Valid Documents (OVD) Identity Proof	Sr. No	Address Proof
Any one of the following in the name of Authorized Signatories :			
1	Passport in the name Authorized Signatories	1	Passport
2	Voters Identity Card issued by election commission of India in the name Authorized	2	Driving License
3	Driving License in the name Authorized Signatories	3	Voters Identity Card issued by election commission of India
4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number in the name Authorized Signatories	4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address, and Aadhaar Number.
5	Job Card issued by NREGA duly signed by an officer of	5	Job Card issued by NREGA duly signed by an officer of State Government.
6	Letter issued by the National Population Register containing details of name and address.	6	Letter issued by the National Population Register containing details of name and address.
In the name of Company:-		Any one of the following in the name of Company	
1	PAN Card in the name of Company	1	Registered Leave and License Agreement / Ownership Shop /in the name of Director/s / Company where actual business is carried out should be considered as an address proof.
2	Certificate of Incorporation.	2	Utility bills such as electricity, water and landline telephone bills in the name of the company.
3	Memorandum and Articles of Association.	3	Address mentioned on certificate of registration and where actual business is carried out is same then same should be considered as an address proof
4	Form No. 32/Dir-12, in case of any change in the Director/s along with receipt issued by Registrar of Companies evidencing payment of their charges.	-	-



(Scheduled Bank)

JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

5	Certified copies of Board Resolution authorizing the account opening and operation of the account signed by the Chairman of the meeting of Board of Directors of the Company which passed the said resolution and counter signed by an another authorized official.	-	-
6	Power of Attorney granted to its Managers, Officers or employees in case authority given to them to operate the account	-	-
7	List of Directors on company letterhead duly signed by Chairman of the company or Company Secretary or any two Directors.	-	-

6. Society/Association/Clubs/Trust:-

Sr.No.	Identity Proof Documents – Anyone of the Following Officially Valid Documents (OVD)		Address Proof
			Any one of the following in the name of Authorized Signatories
1	Passport in the name Authorized Signatories	1	Passport
2	Voters Identity Card issued by election commission of India in the name Authorized	2	Driving License
3	Driving License in the name Authorized Signatories	3	Voters Identity Card issued by Election commission of India
4	The letter issued by UIAI(Aadhaar Card) containing details of name, address & Aadhaar Number in the name Authorized Signatories	4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number in the name Authorized Signatories
5	Job Card issued by NREGA duly signed by an officer of State	5	Job Card issued by NREGA duly signed by an officer of State
6	Letter issued by the National Population Register containing details of name and address.	6	Letter issued by the National Population Register containing details of name and address.



JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

	In the name of Society /Association /Clubs /Trust		Any one of the following in the name of
1	PAN Card or Form No.60	1	Registered Leave and License Agreement / Ownership Shop /in the name of Director/s / Company where actual business is carried out should be considered as an address proof.
2	Registration certificate duly certified.	2	In case Society/Association/Clubs mentioned the business address, on the account, opening form is same as specified in certificate of registration then the same can be considered as an address proof.
3	Certified copy of Resolution authorizing the account opening and operation of the account signed by the Chairman/President and countersigned by the Secretary.	3	Utility bills such as electricity, water and landline telephone bills in the name of Societies/Association/Clubs.
4	Copy of Rules and Bye Laws of the Society/Association/Club/Trust Deed duly certified by one of the Office bears as true, up-to-date, and correct Rules/Bye Laws.	-	-
5	Branches to ascertain the activities of the Society/Association/Clubs.	-	-
6	In case of change in signatories: For Societies-Form H For Trusts-Change	-	-



JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

7. Accounts of Unincorporated Association or Body of Individuals (UABI)

Sr.No.	Identity Proof Documents – Any one of the Following Officially Valid Documents (OVD)	Sr.No.	Address Proof
			Any one of the following in the name of Authorized Signatories
1	Permanent Account Number (Pan Card) in the name of Authorized Signatories or	1	Passport
2	Passport in the name Authorized Signatories	2	Driving License
3	Voters Identity Card issued by election commission of India in the name Authorized	3	Voters Identity Card issued by election commission of India
4	Driving License in the name Authorized Signatories	4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number.
5	Letter issued by UIAI (Aadhaar Card) containing details of name, address & Aadhaar No. in the name Authorized Signatories	5	Job Card issued by NREGA duly signed by an officer of State Government.
6	Job Card issued by NREGA duly signed by an officer of State Government.	6	Letter issued by the National Population Register containing details of name and address.
	In the name of Unincorporated Association or body of individuals (UABI)		Any one of the following in the name UABI
1	PAN Card in the name of (UABI)/ or Form No.60.	1	Registered Leave and License Agreement/Ownership Shop/in the name of UABI where actual business is carried out can be considered as a address proof.
2	Certified copy of Resolution authorizing the account opening and operation of the account certified by the Chairman of UABI	2	In case UABI mentioned the business address, on the account, opening form is same as specified in certificate of registration then the same can be considered as an address proof.



JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

3	Any such document that collectively establish the legal existence of such an association or body of individuals.	3	Utility bills such as electricity, water and landline telephone bills in the name of UABI.
4	Copy of Extract of attendance sheet of said Association / Body of individuals where managing committee members were elected /selected along with the extract of the minutes and rules and regulations formulated, duly certified by Authorized		

8. Hindu Undivided Family (HUF)

Sr.No.	Identity Documents – Any one of the Following Officially Valid Documents (OVD)	Sr.No	Address Proof
	Any one of the following in the name of KARTA :		Any one of the following in the name of KARTA :
1	Permanent Account Number (Pan Card) in the name of Authorized Signatories	1	Passport
2	Passport in the name Authorized Signatories	2	Driving License
3	Voters Identity Card issued by election commission of India in the name Authorized Signatories	3	Voters Identity Card issued by election commission of India
4	Driving License in the name Authorized Signatories	4	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number.



JANAKALYAN SAHAKARI BANK LTD.

VIVEK DARSHAN, 140, SINDHI SOC.
CHEMBUR, MUMBAI 400 071

5	The letter issued by Unique Identification Authority of India (Aadhaar Card) containing details of name, address and Aadhaar Number in the name Authorized Signatories	5	Job Card issued by NREGA duly signed by an officer of State Government.
6	Job Card issued by NREGA duly signed by an officer of State Government.	-	-
	In the name of Society /Association /Clubs /Trust		
1	PAN Card in the name of HUF		
2	HUF Declaration/list of co-parceners		

9. Small Savings Account

Identity Proof Documents	Residential Proof of Documents
A Self-attested photograph and signature on Account Opening form.	A Self-attested photograph and signature on Account Opening form.