

List of Documents for opening of FCRA Accounts of an Entity

1. TRUSTS / FOUNDATIONS:

- (a) Registration certificate
- (b) Trust deed
- (c) One copy of OVD from the list given below, containing details of identity and address and PAN/Form 60 in respect of managers, officers or employees holding an attorney to transact on its behalf.
- (d) PAN / Form 60 of the Trust/Foundation
- (e) One recent Photograph in respect of the person holding an attorney to transact on its behalf
- (f) For existing FCRA entities, copy of FCRA Registration Certificate issued by MHA.
- (g) Certificate from Home Branch of the customer furnishing details of all FCRA Utilization accounts of the customer.

2. ACCOUNTS OF UNINCORPORATED ASSOCIATIONS OR BODY OF INDIVIDUALS:

- (a) Resolution of the managing body of such association or body of individuals.
- (b) PAN or Form 60 of the Unincorporated Association or a Body of Individuals.
- (c) Power of attorney granted to an individual to transact on its behalf.
- (d) One copy of OVD from the list given below, containing details of his / her identity and address, one recent photograph and PAN/Form 60 in respect of the person holding an attorney to transact on its behalf
- (e) Such information as may be required to collectively establish the legal existence of such an association or body of individuals.
- (f) For existing FCRA entities, copy of FCRA Registration Certificate issued by MHA.
- (g) Certificate from Home Branch of the customer furnishing details of all FCRA Utilization accounts of the customer.

(In addition to above, if Savings Bank account is to be opened for above two categories of customers, then, a certificate is required from Income Tax authorities that Income of the organisation is not taxable.)

3. INDIVIDUALS:

- (a) Permanent Account Number (PAN) or Form No. 60 (except in case of small accounts)
- (b) One recent photograph
- (c) For existing FCRA entities, copy of FCRA Registration Certificate issued by MHA.
- (d) Certificate from Home Branch of the customer furnishing details of all FCRA Utilization accounts of the customer.

List of OVDs:

- (i) Passport,
- (ii) Driving license,
- (iii) Proof of possession of Aadhaar Number,
- (iv) Voter's Identity Card issued by Election Commission of India,
- (v) Job card issued by NREGA duly signed by an officer of the State Government,
- (vi) Letter issued by the National Population Register containing details of name and address.

4. Beneficiary Owners KYCs / identification documents as per RBI Master Direction - Know Your Customer (KYC) Direction, 2016 [Master Direction No. DBR.AML.BC.No.81/14.01.001/ 2015-16, dated 25.02.2016 (updated as on 20.04.2020)]