

### List of KYC documents required for Listed companies and subsidiaries of Listed Companies

Company documents		
Sl no	Details of the document	Requirement
1	Udyam Registration certificate	Not mandatory
2	PAN (with Company round seal, sign and signing date)	Mandatory
3	GST Certificate* (If the GST certificate is unavailable, please obtain any utility bill, such as an electricity, water, or telephone bill as address proof of the entity) (with Company Round seal, sign and signing date)	Mandatory
4	Certificate of Incorporation (with Company Round seal, sign and signing date)	Mandatory
5	Memorandum of Association (MOA) (with Company Round seal, sign and signing date)	Mandatory
6	Article of Association (AOA) (with Company Round seal, sign and signing date)	Mandatory
7	Board Resolution (specific/general) (to be furnished on company letterhead with Directors DIN, Company Round seal, sign and signing date)	Mandatory
8	List of the people holding senior management position	Mandatory
Documents of Authorised signatory, Maker and checker		
10	PAN Card (with sign and signing date)	Mandatory
11	Address Proof (with sign and signing date)	Mandatory
12	Photograph (with sign and signing date)	Mandatory

*\*Review the GST certificate or other relevant documents to determine whether the principal place of business and the registered office are the same or different. If they differ, ensure that appropriate address proof for the principal place of business is obtained.*