



## GUIDELINES FOR CUSTOMER REGISTRATION FORM FOR LEGAL ENTITY

### A. Clarification / Guidelines for filling 'Account Holder' type section

#### US Reportable

- F1 - Owner-Documented F1 with specified US owner(s)
- F2 - Passive Non-Financial Entity with substantial US owner(s)
- F3 - Non-Participating FF1
- F4 - Specified US Person
- F5 - Not Applicable

Annexure C needs to be submitted

#### Other Reportable

- C1 - Passive Non-Financial Entity with-one or more controlling person that is a ReportablePerson
- C2 - Other Reportable Person
- C3 - Passive Non-Financial Entity that is a CRS Reportable
- XX - Non Applicable

### B. Clarification / Guidelines on filling 'Proof of identity` (POI)' section

- 1) One certified copy of Proof of Identity [PoI] as applicable needs to be submitted

### C. Clarification / Guidelines on filling 'Proof of Address (PoA) section

- 1) State / U.T Code and Pin / Post code will not be mandatory for Overseas addresses.
- 2) Kindly note that TIN issued by foreign country must be one of the TIN document notified by Organisation for Economic Co-operation and Development (OECD). For reference, you may refer below link of OECD having information about Tax Identification Number (TIN) or its equivalent documents issued by different countries in the world.  
<https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-identification-numbers/>
- 3) Tax Identification Number (TIN): TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a "Functional equivalent"), the same may be reported. Examples of that type of number for individual include, a social security/insurance number, citizen/personal identification/services code/number and resident registration number

### D. Clarification / Guidelines on filling 'Contact details' section

- 1) Please mention two-digit country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-9999999999)
- 2) Do not add '0' in the beginning of Mobile number.

### E. Clarification / Guidelines for filling 'details of Controlling Person' section

#### I Personal Details

- 1) Name: Please state the name with Prefix (Mr./Mrs/Ms/Dr/etc.).The name should match the name as mentioned in the Proof of identity submitted failing which the application is liable to be rejected.
- 2) Either father's name or spouse's name is to be mandatorily furnished. In case PAN is not available father's name is mandatory.

#### II Proof of identity (POI)

- 1) If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.

#### III Proof of Address (PoA)

- 1) State / U.T Code and Pin / Post code will not mandatory for Overseas addresses.

#### IV Type Of Control

**Partnership Firm:** Ownership of/entitlement to **more than 10%** of capital or profits

**Trust:** **10% or more** interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership

**Company** (Other than company listed on a stock exchange, or is a majority- owned subsidiary of such a company): Ownership of/entitlement to **more than 10%** of shares or capital or profits.

**Professional Intermediary:** All individuals involved.

**Unincorporated association or body of individuals:** Ownership of/entitlement to more than 15% of property or capital or profits.

**I. LIST OF TWO-DIGIT STATE /U.T. CODES AS PER INDIAN MOTOR VEHICLE ACT 1988**

State / U.T.	Code	State / U.T.	Code	State / U.T.	Code
Andaman & Nicobar	AN	Himachal Pradesh	HP	Pondicherry	PY
Andhra Pradesh	AP	Jammu & Kashmir	JK	Punjab	PB
Arunachal Pradesh	AR	Jharkhand	JH	Rajasthan	RJ
Assam	AS	Karnataka	KA	Sikkim	SK
Bihar	BR	Kerala	KL	Tamil Nadu	TN
Chandigarh	CH	Lakshadweep	LD	Telangana	TS
Chattisgarh	CG	Madhya Pradesh	MP	Tripura	TR
Dadra and Nagar Haveli	DN	Maharashtra	MH	Uttar Pradesh	UP
Daman & Diu	DD	Manipur	MN	Uttarakhand	UA
Delhi	DL	Meghalaya	ML	West Bengal	WB
Goa	GA	Mizoram	MZ	Other	XX
Gujarat	GJ	Nagaland	NL		
Haryana	HR	Orissa	OR		

**II. LIST OF ISO 3166 TWO-DIGIT COUNTRY CODE**

Country	Country Code	Country	Country Code	Country	Country Code	Country	Country Code
Afghanistan	AF	Faroe Islands	FO	Mayotte	YT	Swaziland	SZ
Aland Islands	AX	Fiji	FJ	Mexico	MX	Sweden	SE
Albania	AL	Finland	FI	Micronesia, Federated states of	FM	Switzerland	CH
Algeria	DZ	France	FR	Moldova, Republic of	MD	Syrian Arab Republic	SY
American Samoa	AS	French Guiana	GF	Monaco	MC	Taiwan, Province of China	TW
Andorra	AD	French Polynesia	PF	Mongolia	MN	Tajikistan	TJ
Angola	AO	French Southern Territories	TF	Montenegro	ME	Tanzania, United Republic of	TZ
Anguilla	AI	Gabon	GA	Montserrat	MS	Thailand	TH
Antarctica	AQ	Gambia	GM	Morocco	MA	Timor-Leste	TL
Antigua and Barbuda	AG	Georgia	GE	Mozambique	MZ	Togo	TG
Argentina	AR	Germany	DE	Myanmar	MM	Tokelau	TK
Armenia	AM	Ghana	GH	Namibia	NA	Tonga	TO
Aruba	AW	Gibraltar	GI	Nauru	NR	Trinidad and Tobago	TT
Australia	AU	Greece	GR	Nepal	NP	Tunisia	TN
Austria	AT	Greenland	GL	Netherlands	NL	Turkey	TR
Azerbaijan	AZ	Grenada	GD	New Caledonia	NC	Turkmenistan	TM
Bahamas	BS	Guadeloupe	GP	New Zealand	NZ	Turks and Caicos Islands	TC
Bahrain	BH	Guam	GU	Nicaragua	NI	Tuvalu	TV
Bangladesh	BD	Guatemala	GT	Niger	NE	Uganda	UG
Barbados	BB	Guernsey	GG	Nigeria	NG	Ukraine	UA
Belarus	BY	Guinea	GN	Niue	NU	United Arab Emirates	AE
Belgium	BE	Guinea-Bissau	GW	Norfolk Island	NF	United Kingdom	GB
Belize	BZ	Guyana	GY	Northern Mariana Islands	MP	United States	US
Benin	BJ	Haiti	HT	Norway	NO	United States Minor Outlying Islands	UM
Bermuda	BM	Heard Island and McDonald Islands	HM	Oman	OM		
Bhutan	BT	Holy See (Vatican City State)	VA	Pakistan	PK	Uruguay	UY
Bolivia, Plurinational State of	BO	Honduras	HN	Palau	PW	Uzbekistan	UZ
Bonaire, Sint Eustatius and Saba	BQ	Hong Kong	HK	Palestine, State of	PS	Vanuatu	VU
Bosnia and Herzegovina	BA	Hungary	HU	Panama	PA	Venezuela, Bolivarian Republic of	VE
Botswana	BS	Iceland	IS	Papua New Guinea	PG		
Bouvet Island	BV	India	IN	Paraguay	PY	Viet Nam	VN
Brazil	BR	Indonesia	ID	Peru	PE	Virgin Islands, British	VG
British Indian Ocean Territory	IO	Iran, Islamic Republic of	IR	Philippines	PH	Virgin Islands U.S.	VI
Brunei Darussalam	BN	Iraq	IQ	Pitcairn	PN	Wallis and Futuna	WF
Bulgaria	BG	Ireland	IE	Poland	PL	Western Sahara	EH
Burkina Faso	BF	Isle of Man	IM	Portugal	PT	Yemen	YE
Burundi	BI	Israel	IL	Puerto Rico	PR	Zambia	ZM
Cabo Verde	CV	Italy	IT	Qatar	QA	Zimbabwe	ZW
Cambodia	KH	Jamaica	JM	Reunion !Reunion	RE		
Cameroon	CM	Japan	JP	Romania	RO		
Canada	CA	Jersey	JE	Russian Federation	RU		
Cayman Islands	KY	Jordan	JO	Rwanda	RW		
Central African Republic	CF	Kazakhstan	KZ	Saint Barthelemy !Saint Barthelemy	BL		
Chad	TD	Kenya	KE	Saint Helena, Ascension and Tristan da Cunha	SH		
Chile	CL	Kiribati	KI	Saint Kitts and Nevis	KN	Wildlife trade/ Forest resource	
China	CN	Korea, Democratic People's Republic of	KP	Saint Lucia	LC	Ayurvedic Medicine/Traditional Medicine / Health product	
Christmas Island	CX	Korea, Republic of	KR	Saint Martin (French part)	MF	Manufacturing of bone carvings	
Cocos (Keeling) Islands	CC	Kuwait	KW	Saint Pierre and Miquelon	PM	Manufacturing of leather / faux Fur	
Colombia	CO	Kyrgyzstan	KG	Saint Vincent and the Grenadines	VC	Private Zoo, Breeders, Pet stores, Aquariums	
Comoros	KM	Lao People's Democratic Republic	LA	Samoa	WS	Cattle shelters	
Congo	CG	Latvia	LV	San Marino	SM	Safari tour company	
Congo, the Democratic Republic of the	CD	Lebanon	LB	Sao Tome and Principe	ST	Wildlife Reserves & Resorts	
Cook Island	CK	Lesotho	LS	Saudi Arabia	SA	Wildlife farms / firms	
Costa Rica	CR	Liberia	LR	Senegal	SN	Slaughterhouse	
Cote d'Ivoire !Cote d'Ivoire	CI	Libya	LY	Serbia	RS	Watersport activities	
Croatia	HR	Liechtenstein	LI	Seychelles	SC	Selling of souvenirs	
Cuba	CU	Lithuania	LT	Sierra Leone	SL	Tourism related cottage industries	
Curacao !Curacao	CW	Luxembourg	LU	Singapore	SG	Skin and leather goods	
Cyprus	CY	Macao	MO	Sint Maarten (Dutch part)	SX	Wildlife farms / firms	
Czech Republic	CZ	Macedonia, the former Yugoslav Republic of	MK	Slovakia	SK		
Denmark	DK	Madagascar	MG	Slovenia	SI		
Djibouti	DJ	Malawi	MW	Solomon Islands	SB		
Dominica	DM	Malaysia	MY	Somalia	SO		
Dominican Republic	DO	Maldives	MV	South Africa	ZA		
Ecuador	EC	Mali	ML	South Georgia and the South Sandwich Islands	GS		
Egypt	EG	Malta	MT	South Sudan	SS		
El Salvador	SV	Marshall Islands	MH	Spain	ES		
Equatorial Guinea	GQ	Martinique	MQ	Sri Lanka	LK		
Eritrea	ER	Mauritania	MR	Sudan	SD		
Estonia	EE	Mauritius	MU	Suriname	SR		
Ethiopia	ET			Svalbard and Jan Mayen	SJ		
Falkland Islands (Malvinas)	FK						

**III. WILDLIFE ACTIVITY**

- Wildlife trade/ Forest resource
- Ayurvedic Medicine/Traditional Medicine / Health product
- Manufacturing of bone carvings
- Manufacturing of leather / faux Fur
- Private Zoo, Breeders, Pet stores, Aquariums
- Cattle shelters
- Safari tour company
- Wildlife Reserves & Resorts
- Wildlife farms / firms
- Slaughterhouse
- Watersport activities
- Selling of souvenirs
- Tourism related cottage industries
- Skin and leather goods
- Wildlife farms / firms