



IDBI Capital Markets & Securities Ltd.
 5th & 6th Floor, IDBI Tower, Cuffe Parade, Mumbai 400 005
www.idbidirect.in

Client Account Modification Form
(Addition / Deletion / Modification of client details)

Date : _____

I / We hereby request you to kindly make the following additions/ deletions/ modifications to my / our account in your records.

<input type="radio"/> Addition	<input type="radio"/> Modification
Trading Client Code (UCC) : _____ (10 digit trading client code)	Demat Client id : _____ IN300079 PAN number : _____
Changes to be effected in (tick whichever is applicable)	
<input type="radio"/> Trading account only	<input type="radio"/> IDBI Capital Demat account only
<input type="radio"/> Trading and IDBI Capital Demat account (both)	

Personal Details	New details			
Full Name <input type="radio"/> Change <input type="radio"/> No Change	First	Middle	Surname	Mother's Name
1. In case of change in name on account of marriage : a. Marriage certificate b. Copy of Passport showing husband's name . c. Publication of name change in officials gazette. 2. In case of change in name on account of reason other than marriage : a. Publication of name change in officials gazette. 3. In case of change in father's/ mother's name: a. Publication of name change in officials gazette.				
Address details <input type="radio"/> Correspondence address <input type="radio"/> Permanent Address <input type="radio"/> Both	Correspondence Address : _____ _____ _____ City _____ Pin code : _____		Permanent Address : _____ _____ _____ City _____ Pin code : _____	
Address Proofs: <input type="radio"/> Voter ID card <input type="radio"/> Driving license <input type="radio"/> Aadhar Card <input type="radio"/> Bank passbook/statement (last 3 months with cancel cheque), <input type="radio"/> Electricity bill (not more than two months) <input type="radio"/> Telephone bill - Land line (not more than two months)				

Contact Details	Existing Details	New details
<input type="radio"/> Change <input type="radio"/> No Change	Email id : _____	Email id : _____
<input type="radio"/> Primary	Mobile : _____	Mobile : _____
<input type="radio"/> Secondary	<input type="radio"/> Self <input type="radio"/> Spouse <input type="radio"/> Dependent Children <input type="radio"/> Dependent Parents	Owner's Pan no: _____
Mobile number belongs to	<input type="radio"/> Self <input type="radio"/> Spouse <input type="radio"/> Dependent Children <input type="radio"/> Dependent Parents	Owner's Pan no: _____
<input type="radio"/> Change of Signature	Old signature _____	New signature _____

Bank	Existing	New
<input type="radio"/> Primary <input type="radio"/> Secondary	Bank name	Bank name
	Bank a/c no	Bank a/c no
<input type="radio"/> Addition	IFSC Code	IFSC Code
<input type="radio"/> Modification	MICR	MICR
<input type="radio"/> Deletion	Bank Branch	Bank Branch
	A/c Type	A/c Type

Bank Proofs: Bank passbook/statement(not more than 2 months old with original cancelled cheque)

Demat	Existing	New
<input type="radio"/> Primary <input type="radio"/> Secondary	DP name	DP name
	Depository <input type="radio"/> CDSL <input type="radio"/> NSDL	Depository <input type="radio"/> CDSL <input type="radio"/> NSDL
<input type="radio"/> Addition	BO Name	BO Name
<input type="radio"/> Modification	DP ID	DP ID
<input type="radio"/> Deletion	DP client id	DP client id
	BO ID	BO ID

Demat proofs:

- Copy of Client Master List (CML) with NSDL/CDSL Logo or stamp compulsory
- In case of linking of new demat account for Online Trading Account:
 - IDBI Bank Demat Account : Power of Attorney of IDBI Bank demat account and ICMS duly franked and notarized to be submitted along with CML with SMS alert activation flag
 - IDBI Capital & Other Banking Alliance Demat Account: Power of Attorney of IDBI Capital duly franked and notarized to be submitted along with CML & SMS alert activation flag.

	Exchange Segment (sign in front of the exchange)	Running Account Authorisation
<input type="radio"/> Activation	BSE Cash _____	<input type="radio"/> Quarterly <input type="radio"/> Monthly
	NSE Cash _____	
<input type="radio"/> Deactivation	NSE FO _____	
	NSE CD _____	
	NSE SLB _____	
Income Range	<input type="radio"/> < Rs. 1 lac <input type="radio"/> 1- 5 lac <input type="radio"/> 5- 10 lac <input type="radio"/> 10- 25 lac <input type="radio"/> > 25 lacs Networth(Rs. _____) as on date _____ (dd/mm/yyyy)	

Financial Proof for F&O as per Regulatory requirement (any one) :

- Copy of ITR Acknowledgement 2. Copy of Annual Accounts 3. Copy of Form 16 in case of Salary Income, Net worth Certificate (Net worth should not be older than one year) 4. Salary Slip. 5. Any other relevant documents substantiating ownership of Assets 6. Bank Statement for 6 months or DP holding along with valuation statement

Declaration : I/We hereby declare that the details furnished above are true and correct to the best of my /our knowledge and belief. In case any of the above information is found to be false or untrue or misleading or misrepresenting . I / We am / are aware that I/we may be held liable for it. Documents pertaining to Rights & Obligations were made available to me/ us at the time of account opening.

	First / Sole Holder	Second Holder	Third Holder
Name			
Signature	>	>	>

FOR office use only

IPV done on _____ (dd/mm/yyyy)

Seal /Stamp of the branch / HO	
Staff Name with Designation	
Signature and Date	
Note: 1. All documents should be self-attested . 2. All documents should be verified with original	

	Modification Team	DP Team
Modification Requested for (Specify reason)		
Request received date		
Request executed date		
Signature of the person executed		
Rejection (if any)		

Instructions :

1. Client Account Modification Form must be submitted in original to Head office for effecting the changes.
2. Proof of identity of client (self-attested) is mandatory along with Client Account Modification form.
3. All the fields in the Modification form must be filled up . Strike off whichever is not applicable
4. To be filled in blue ink only & tick wherever applicable.
5. Copies of all the documents submitted by the applicant should be self-attested and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per the below mentioned list. (Refer point. 5)
6. List of people authorized to attest the documents:
 - a. Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
 - b. In case of NRIs, authorized officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, and Indian Embassy/Consulate General in the country where the client resides are permitted to attest the documents.
 - c. In case of proof of identity or address which is in other than English & Hindi language, then translation into English is required and the same should be duly authorised by Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
7. Name & address of the applicant mentioned on the CRF form, should match with the documentary proof submitted.
8. Thumb impression and signatures other than English, Hindi or any of the other language not contained in the 8th Schedule of the Constitution of India must be attested by a Magistrate or a Notary Public or a special Executive Magistrate