



Annexure 3

Self-Declaration for "No Change in KYC Information" for Individuals

Date: _____

To,

Branch Manager

HDFC Bank Branch: _____

Subject: Periodic KYC updation for Customer ID: _____

Name of the Customer: _____

KYC Information

- ☐ I/We confirm that there is no change in my mailing address / profile. In case there is any discrepancy observed in the documents available with the Bank or if documents are found to be invalid/ expired, I/We understand that the request shall not be processed till the relevant documents are submitted.
- ☐ I/ We hereby confirm that in case of any updates or changes to the documents submitted during the establishment of the business or account-based relationship, or thereafter as necessary, I/We shall promptly inform the bank and provide the updated documents within 30 days of such changes. I / we agree to submit the updated KYC documents at periodic intervals, as may be required by the Bank.

I / We confirm the above information is true and correct and the said details may be updated in the Bank records.

Yours sincerely,

Signature of the Customer

*RBI Master Direction - Know Your Customer (KYC) Direction, 2016 updated time to time.

Signature Verified by:

Emp Name _____ Emp Code _____ Br Code _____ Signature _____

Customer Sign in my Presence by:

Emp Name _____ Emp Code _____ Signature _____

☐ Re-KYC Checklist Referred ☐ PAN Validation Done (If updated in FC)