



KNOW YOUR CUSTOMER FORM

As mandated by Indian Customs vide CBEC Circulars 09/2010, 33/2010 and 07/2015 for identification/verification of importers/exporters for customs clearance performed on their behalf by FedEx acting as an Authorized Courier/CHA directly or through a CHA appointed by FedEx on behalf of Customer.

Name	
Category	☐ Individual ☐ Proprietary firm ☐ Company ☐ Trust / Foundation ☐ Partnership firm
Permanent / registered address Telephone No Mobile No Email address Website	
Principal business address/es from which business is transacted Telephone No Mobile No	
Name and title of authorized signatory Please provide proof of authority.	
IEC No (<i>attach copy</i>)	
PAN No (<i>attach copy</i>)	
TAN No (<i>attach copy</i>)	
FedEx Account No	

CHECKLIST

Please provide the following documents as per the checklist below:

- Any two documents (certified by individual/authorized signatory) to verify identity and address proof.
- Individuals (not proprietary firms) may submit a single document if it contains both identity and address proof.
- Any one document (certified by authorized signatory) to verify authority granted to signatory.
- Certified copy of government-issued ID of authorized signatory

Note: the name and address on the KYC documents must match the address and name mentioned on the Air Waybill / invoice.

Category	Documents Required
Individual/ Proprietary firm	☐ Passport ☐ PAN card ☐ Voter card ☐ Driving license ☐ Bank statement ☐ Ration card ☐ Aadhar card
Company	To verify identity and address ☐ Certificate of Incorporation ☐ Memorandum and Articles of Association ☐ Telephone bill in the name of the company ☐ PAN card To verify authority of signatory ☐ Power of Attorney/Board Resolution granted to its managers, officers or employees to transact business on its behalf
Trust or Foundation	To verify identity and address ☐ Certificate of Registration ☐ PAN card ☐ Telephone bill in the name of trust/foundation To verify authority of signatory ☐ Power of Attorney (POA) granted to transact business on its behalf ☐ Any officially valid document identifying the trustees, settlers, beneficiaries and those holding the POA, founders/managers/directors and their addresses ☐ Resolution of the managing body of the foundation/association
Partnership firm	To verify identity and address ☐ Certificate of Registration ☐ Partnership deed ☐ PAN card ☐ Telephone bill in the name of firm or partners To verify authority of signatory ☐ Power of Attorney (POA) granted to a partner or an employee to transact business on its behalf ☐ Any officially valid document identifying the partners and the person holding the POA

I/We hereby declare that the particulars given herein above and the documents attached as per the checklist above are true, correct and complete to the best of my/our knowledge and belief, and the documents submitted in support of this KYC Form are genuine and obtained legally from the respective issuing authority. In case of any change in any of the aforementioned particulars, I/we undertake to notify you in writing. I/We hereby authorize you to submit the above particulars to customs and other regulatory authorities on my/our behalf as may be required in order to transport and customs clear my/our shipments.

Place

Signature _____

Date

Name _____

Official Seal (for all other than individuals)