

Dear Customer,

As per KYC Master Directions- RBI, 2016, it is mandatory to complete your Re-KYC process. Kindly fill the details required **either in Format A or Format B** available in the next page and submit the duly filled and signed form to your home branch mail id and keep a copy to [re-kyc@canfinhomes.com](mailto:re-kyc@canfinhomes.com).

**Format A- To be filled if there is no change in the address details.**

**Format B- To be filled only if there is a change in the address details.** Please note that if there is a change in your address, any one of the Officially Valid Document (with updated address) or deemed to be OVD as mentioned below should be submitted along with the self-declaration form.

**Indicative List of Applicable Officially Valid Documents (OVD):**

Sl. No	Name of the Document
1.	Aadhar Card
2.	Passport
3.	Voter Id
4.	Driving License
5.	NREGA Job Card
6.	Letter issued by National Population Register containing name and address

**Indicative List of Applicable Deemed to be Officially Valid Documents (Deemed OVD):**

Sl. No	Name of the Document
1.	Utility bill
2.	Property or Municipal Tax Receipt
3.	Pension or family pension payment orders (PPOs) issued by Government Departments or Public Sector Undertakings (containing address)
4.	Letter of allotment of accommodation from employer



**SELF DECLARATION FORM FOR UPDATION OF KYC**  
**(Required as per RBI-Know Your Customer(KYC) Directions, 2016)**

**Format-A: No change in address**

**Name:** \_\_\_\_\_ **Loan/Deposit number:** \_\_\_\_\_

I hereby declare that there is no change in existing status of my KYC information which was provided at the time of opening the account/last KYC updation.

Date:

Place:

Signature of the Customer



**SELF DECLARATION FORM FOR UPDATION OF KYC**  
(Required as per RBI-Know Your Customer(KYC) Directions, 2016)

**Format-B: There is a change in address**

**Name:** \_\_\_\_\_ **Loan/Deposit number:** \_\_\_\_\_

I hereby inform that there is change in existing status of my KYC information. Please update the details as given below:

Details	(To be filled by customers)
<b>Father/ Spouse Name</b>	
<b>Date of Birth</b>	
<b>PAN No</b>	
<b>Mobile Number</b>	
<b>Email Id</b>	
<b>Current Address</b>	
<b>Occupation</b>	<input type="checkbox"/> Salaried <input type="checkbox"/> Self Employed Other, please specify_____
<b>Residential Status</b>	<input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident / Person of Indian Origin

I confirm that the above information furnished is true and correct and the said details may be updated in my account maintained with the Company. In case of any change in the information the same will be informed to the company. I further hereby authorize CFHL to share/obtain necessary details from Central KYC Registry.

Date:

Place:

Signature of the Customer