

जिन सदस्यों ने अभी तक KYM form मन्दिर कार्यालय में जमा नहीं दिया है, वे इस KYM form को पूर्ण विवरण के साथ भरकर हस्ताक्षर सहित यथाशीघ्र मन्दिर कार्यालय में भिजवा दें।

SHREE RANI SATIJI MANDIR

Registered Office : 80, Stephen House, 5th Floor, 4, B.B.D. Bag (East), Kolkata-700001

KNOW YOUR MEMBER (KYM) COMPLIANCE FORM

(Please fill in the details in BLOCK LETTERS)

LIFE / DONOR MEMBER (Please tick as applicable) Membership No. Life / Doner _____

A. IDENTITY DETAILS

1. Name of the Member : _____
2. Name of Father / Spouse : _____
3. a) Gender : Male / Female b) Marital Status : Single/ Married
c) Gotra : _____ d) Native Place : _____
4. Status of the Member (Individual, Sole Proprietorship, HUF, Trust, Company, Partnership firm, L.L.P. etc) : _____
5. Name of the Authorised Signatory : _____ (For Donor Membership)
6. Designation of the Authorised Signatory (Sole Proprietor, Karta of HUF, Trustee, Director, Partner etc) : _____
7. Date of Birth (for Individual) : _____
8. Registration No. & Date of Incorporation _____
(For Sole Proprietorship, HUF, Trust, Company, Partnership firm, L.L.P. etc.)
9. Identity Proof : (Please submit Self Attested Photo Copy of any one of the following valid documents & tick (✓) against document attached)
UID (Aadhaar) Passport Voter ID Driving License

Please affix recent passport size coloured photograph & sign across photo (Not on face)

Please provide One additional Photo for Issuing ID Card.

Signed on the Back

B. ADDRESS DETAILS

1. Address for Correspondence : _____

City/Town/Village: _____ Pin Code : _____
State : _____ Country : _____
 2. Contact Details:
Tel (Off) : _____ Tel (Res) : _____
Mobile (1) : _____ Mobile (2) : _____
Email ID : _____
 3. Permanent Address, if different from details provided in B1 above.

City/Town/Village: _____ Pin Code : _____
State : _____ Country : _____
- Note : I/We hereby give my/our consent to receive communication by email only. Y N

DECLARATION

I/We hereby declare that the details furnished herein above are true and correct to the best of my/our knowledge and belief and I/we undertake to inform the mandir of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, then my / our membership shall be treated as cancelled.

Place :

Date :

Signature of the Member/Authorised Signatory

FOR OFFICE USE ONLY

KYM compliance noted – Correct / Incorrect

Name of the checking person

Date

INSTRUCTIONS / CHECK LIST FOR FILLING KYM FORM

A. LIFE MEMBER

1. Members are requested to submit one passport size colour photograph for the purpose of issuing Identity Card in addition to the photo affixed in the KYM form.
2. All documents should be self attested with date and valid on the date of attestation.
3. In case no option is exercised regarding receipt of communication by email, it will be presumed that consent has been given for receiving communication by email only.

B. DONOR MEMBER

1. In case of Individual Donor member and other Donor Members, the aforesaid instructions/ checklist as applicable in case of a Life Member has to be complied with by the individual Donor Member or the Authorised Signatory of the Donor Member as the case may be and in addition to this the following additional instructions/checklist are to be complied with as may be applicable based on the category of the Member.

Type of entity	Documents required (duly attested)
Company	<ul style="list-style-type: none">• Copies of MOA & AOA and certificate of Incorporation• Latest certified list of Shareholders• Copy of Resolution authorising the authorised person to act on behalf of the Company.
Partnership Firm	<ul style="list-style-type: none">• Copy of Partnership Deed / PAN Card• Copy of Resolution authorising the authorised person to act on behalf of the Firm.
Trust	<ul style="list-style-type: none">• Copy of Trust Deed• Copy of Resolution authorising the authorised person to act on behalf of the Trust.
HUF	<ul style="list-style-type: none">• Copy of Deed of Declaration / PAN Card• Copy of Resolution authorising the authorised person to act on behalf of the HUF.
Any Other Form of Organisation	<ul style="list-style-type: none">• Bye laws of the organisation along with list of all the members / Governing Body.• Copy of Resolution authorising the authorised person to act on behalf of the Organisation.

2. In case the donor membership is in the Joint name, then an affidavit affirming the name of the Authorised Signatory of the donor member should be sent along with the proof of identity and proof of address. The format of affidavit may be obtained by sending an email at kym@srsjm.org