

KEYNOTE

For LLP Firm Accounts

Documents required to open an LLP Firm Account

- LLP PAN (PoI) and Registered Address Proof (PoA)
- Copy of the balance sheet for the last & latest 2 financial years (to be submitted every year)
- LLP Certificate of registration
- Copy of LLP Partnership deed
- Authorized signatories list with specimen signatures
- Bank Proof (cancelled cheque leaf)
- Latest bank transactions statement
- LLP Board Resolutions copy
- OVD of all related persons (Partners, Authorized signatory & Shareholders)
- CKYC of all related persons (Partners, Authorized signatory & Shareholders)

Documents required for Partners

- Photograph
- PoI (Proof of Identity)
- PoA (Proof of Address)
- PAN and OVD Copy of LLP Partners

Documents required for Authorized Signatories

- Photograph
- PoI (Proof of Identity)
- PoA (Proof of Address)
- Copy of PAN and OVD of the Authorized signatories as per the LLP Board Resolutions

F&O and Derivatives Segment proofs

- DP Holding statement – Latest statement with holding value greater than Rs. 25,000.
- Copy of the ITR acknowledgment – Latest ITR acknowledgment with total value of annual income greater than Rs. 1.20 lakhs clearly specified.
- Net Worth Certificate – Latest Net-worth certificate issued by any practicing Chartered Accountant with value of net worth greater than Rs. 1.20 lakhs.
- Copy of Annual Accounts – Latest annual account statement with annual income greater than Rs 1.20 lakhs.
- Bank Statement – Latest 6 months' bank statement with value of at least one transaction greater than Rs. 10,000 and the current closing balance in the statement should be Rs. 10,000. In case every month there is a credit of salary in the account which satisfies the criteria specified above (> Rs. 10,000 per month), then the account closing balance in the bank account can be less than Rs. 10,000.

Important Points

- Self-attested copy of PAN Card is mandatory for all clients, including partners and persons authorized to deal in cash and Derivatives segment on behalf of company/firm/others.
- Copies of all the documents submitted by the applicant should be self-attested and accompanied by originals for verification.
- Name and address of the applicant mentioned on the KYC form, should match the documentary proof submitted.
- FNO/Derivatives proof (as per checklist).
- CKYC of LLP/all related persons.