

PLEASE FILL UP THE BELOW ON CUSTOMER'S LETTER HEAD

To,  
OOCL (India) Private Limited  
As Agents for, Orient Overseas Container Line Limited & OOCL (Europe) Private Limited

**KNOW YOUR CUSTOMER (KYC) FORM**

Date :

Sr. No.	Particulars	(To be Filled by Shipper/ Consignee / CHA)	
1	Name & Address of Shipper / Consignee / Forwarder/CHA*		
2	Constitution (Pvt. Ltd., LTD., Partnership, Proprietorship) *		
3	Date of Establishment *		
4	IEC No. * (if Consignee / Shipper)		
5	CHA / MTO No (if CHA / Forwarder)		
6	Permenant Account No. (PAN) *		
7	Value Added Tax Registration No. (VAT)*		
8	Service Tax Registration No.*		
9	Nature of Business *		
10	Name and Address of Directors / Partners with Mobile No, Tel. Nos and E-Mail id : *		
11	Name, Mobile No, Tel Nos and E-Mail id of Accounts / Finance Head *		
12	Details of Branch offices of the Company		
13	Name & Mobile No, Tel. Nos and E-Mail id of Decision maker or Authorised person interacting on day to day basis for business *		
14	Bank Details *	Name & Address	
		Telephone No. (Bank)	
		A/c. No.	
		MICR No. of the Bank	
		RTGS Code No.	
15	I hereby declare the above information is true & correct, In case of any changes in the above details, we agree to keep your office informed and re-submit the relevant documents along with the revised KYC form.		

16	Authorised Signature with Company Seal *		
17	Full Name of the Authorised Signatory *		
18	Place of Submission		
19	Documents Enclosed *		<ol style="list-style-type: none"> <li>1 - IEC Copy (Self Attested)</li> <li>2 - Telephone Bill / Electricity Bill (Latest)</li> <li>3 - Pan Card (Company &amp; Holder of Column no 10, 11 &amp; 13)</li> <li>4 - Driving licence, Election ID Card, Pass Port. (Any One of Holder of Column no 10, 11 &amp; 13)</li> <li>5 - Copy of Shipping Bill / Bill of Entry for last 03 shipments</li> </ol>