



**8. Proprietor/Board of Director/Partner/Committee Member's Details (प्रोप्राइटर/संचालक/साझेदार/समिति सदस्यहरूको विवरण):**

| Details<br>(विवरण)                   | Photo<br>(फोटो) | Photo<br>(फोटो) | Photo<br>(फोटो) | Photo<br>(फोटो) |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|
| Name (नाम)                           |                 |                 |                 |                 |
| Father's Name (बाबुको नाम)           |                 |                 |                 |                 |
| Spouse (पति/पत्नी)                   |                 |                 |                 |                 |
| Grand Father (बाजे)                  |                 |                 |                 |                 |
| Designation (पद)                     |                 |                 |                 |                 |
| Citizenship No. (नागरिकता नं.)       |                 |                 |                 |                 |
| Permanent Address (स्थायी ठेगाना)    |                 |                 |                 |                 |
| Contact Address (सम्पर्क ठेगाना)     |                 |                 |                 |                 |
| Contact No./email (सम्पर्क नं./इमेल) |                 |                 |                 |                 |

**Note: Please use additional sheet as required. (नोट: आवश्यकता अनुसार अतिरिक्त पृष्ठ भर्नुहोला।)**

**9. Please provide following information of holding company, if institution is operated as subsidiary of foreign company**

(यदि संस्था विदेशी कम्पनीको सहायक कम्पनी हो भने मूल कम्पनी सम्बन्धी तलको विवरण भर्नुहोला)

A. Name of holding company (मूल कम्पनीको नाम) : .....

B. Address of holding company (मूल कम्पनीको ठेगाना) : .....

**10. Other information (अन्य विवरण):**

A. Details of shareholders holding share of 10% and above  
(१०% वा सोभन्दा बढी शेयर स्वामित्व वा मताधिकार भएका शेयरधनीहरूको विवरण)

| Name<br>नाम | Father's Name (in case of Individual)<br>बाबुको नाम (व्यक्तिगतको हकमा) | Citizenship No. / Registration No.<br>नागरिकता नं. / रजिष्ट्रेशन नं. | Ownership (%)<br>स्वामित्व (%) | Address<br>ठेगाना | Contact No.<br>सम्पर्क नं. |
|-------------|--|--|--------------------------------|-------------------|----------------------------|
|             |  |  |                                |                   |                            |
|             |  |  |                                |                   |                            |
|             |  |  |                                |                   |                            |
|             |  |  |                                |                   |                            |

Please use Separate sheet, if required (आवश्यक परेमा छुट्टै विवरण पेश गर्नुहोला)

B. Details of beneficiary (person who control the entity/transaction is performed for his/her benefit)  
(हिताधिकारी व्यक्तिको विवरण जसले संस्थालाई नियन्त्रणमा राख्न अन्तिम अधिकार प्रयोग गर्दछ र जसको हितको लागि काम हुन्छ)  
Please fill if other than mention in 'A' (माथि 'A' मा भन्दा फरक भएमा भर्नुहोस्)

| Name<br>नाम | Father's Name<br>बाबुको नाम | Grand Father<br>बाजे | Citizenship No.<br>नागरिकता नं. | Address<br>ठेगाना | Contact No.<br>सम्पर्क नं. |
|-------------|-----------------------------|----------------------|---------------------------------|-------------------|----------------------------|
|             |                             |                      |                                 |                   |                            |
|             |                             |                      |                                 |                   |                            |
|             |                             |                      |                                 |                   |                            |

Please use Separate sheet, if required (आवश्यक परेमा छुट्टै विवरण पेश गर्नुहोला)

**11. Please provide following details of Director/Proprietor/Partner/Committee Member having high profile or currently involved in politics, bureaucracy, other high level position or taken retirement from the same.**

संस्थासंग सम्बन्धित सञ्चालक/निर्देशक/साभेदार/समिति सदस्य राजनीति, सरकारी सेवा वा अन्य उच्चपदस्थ दर्जमा कार्यरत वा निवृत्त हुनु भएको भए सोको बारेमा निम्न विवरण उपलब्ध गराइदिनु होला ।

| Name (नाम) | Involved Area (सम्बद्ध क्षेत्र) | Position (पद) | Existing/Retired (बहालवाला/निवृत्त) | Remarks (कैफियत) |
|------------|---------------------------------|---------------|-------------------------------------|------------------|
|            |                                 |               |                                     |                  |
|            |                                 |               |                                     |                  |
|            |                                 |               |                                     |                  |
|            |                                 |               |                                     |                  |

**12. Location Map of Institution (कार्यालय रहेको स्थानको नक्सा):**

↑ North  
उत्तर

**13. Declaration of convicted or charged of any crime in the past?**  No नरहेको  Yes, Please Specify ..... रहेको, कृपया खुलाउनुहोस्

विगतमा कुनै अपराधमा वा आरोपमा दोषी ठहरिएको छ?

**14. Are you blacklisted?**  No नरहेको  Yes रहेको **If now released for blacklist, date of release .....**  
के तपाईं कालोसूचीमा समावेश हुनुहुन्छ? (कालोसूचीबाट हटेको भए, हटेको मिति)

**Declaration (स्वघोषणा):**

On behalf of Institution. I/We hereby declare that all the information and documents provided are correct & true and I will inform immediately if any changes in information provided.

(संस्थाको तर्फबाट, म/हामी यो घोषणा गर्दछौं/गर्दछौं कि यहाँ उपलब्ध गराइएका सूचना तथा कागजातहरू सत्य/साँचो हुन् र कुनै परिवर्तन भएमा तुरुन्त जानकारी गराउने छु ।)

.....  
Seal and Authorized Signature

Thumb Print of Authorised Person

|  |  |
|--|--|
|  |  |
|--|--|

Date मिति :        
DD MM Year

Right  
दायाँ

Left  
बायाँ

**Additional Documents Required**

- Registration Certificate
- PAN Certificate (if applicable)
- Citizenship Certificate/Passport/Identification Document of Proprietor/Partners/Signatories
- Memorandum of Association and Articles of Association/Partnership Deed/Constitution & By-Laws
- Board Resolution (if applicable)

**FOR OFFICIAL USE ONLY (कार्यालय प्रयोजनको लागि मात्र)**

Customer ID No.: .....

Risk Category:  Low Risk  Medium Risk  High Risk  PEPS

Remarks

.....

Checked and Entered by

Name:

Reviewed date: .....

Reviewed by: .....

(Signature)

Name: .....

.....

Approved by

Name:

Reviewed date: .....

Reviewed by: .....

(Signature)

Name: .....