

## **DOCUMENTS / PARTICULARS REQUIRED FROM CLIENT**

### **General Documents required from Clients**

- CNIC/SNIC/NICOP/Passport (2-Copies Attested)
- Zakat Declaration
- Specimen Signature Card
- Utility Bills/ Rental Agreement/Insurance Policy for verification of address
- In case of High Net Worth client Income Tax Return / Wealth Statement shall be obtained
- Nominee's clear CNIC copy (2-Copies Attested)
- 2 Witnesses clear CNIC (copies Attested)
- Crossed Chq Rs. 25,000/- in favor of "TAURUS SECURITIES LIMITED"
- Same document required for joint applicants

### **1. Salaried Individual**

- Attested Copy of Salary Slip/ Certificate from employer on original letter head of employer along with copy of service card. In addition to this Bank Statement of last 6 months in which salary is being received

### **2. Business**

- Bank Statement of last 6 months
- Written Statement from client on original letter head of business about his ownership
- Visiting Card
- Copy of registration of business with local authority / FBR

### **3. House Wife**

- Financial Support Letter

- Employment Card or Salary Slip or any other document showing level of income (as mentioned in above 1 & 2) of Financial Supporter

#### 4. Student

- Financial Support Letter
- Employment Card or Salary Slip or any other document showing level of income (as mentioned in above 1 & 2) of Financial Supporter
- Valid Student Card mandatory

#### 5. Retired Person

- Retirement Documents.(Copy of Retirement letter from last employer)
- Bank Statement in which amount received of either retirement or pension.
- Copy of Pension Book (if any)

#### Note

Please note that the following will now be required additionally and to be informed to Clients before processing details to NCCPL:

1. SIM registration should be on Client's own CNIC as it is to be confirmed by NCCPL and can be rejected if not registered on Client's CNIC. (No exemption for housewife)
2. For mailing address / permanent address verification, the above mentioned documents (Utility Bills/ Rental Agreement/ Insurance Policy) are mandatory
3. Where the person has a SNIC (Smart NIC), email address is mandatory if country of stay is other than Pakistan
4. For Non-Residents clients, all documents duly attested by either Notary Public in the country where the applicant resides or the Consul General of Pakistan having jurisdiction over the applicant(s)
5. For detailed documents details, please refer to KYC Checklist of TSL