



भारतीय रिजर्व बैंक

RESERVE BANK OF INDIA

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RBI/2011-12/511

RPCD.CO.RRB.RCB.AML.BC.No.70/07.40.00/2011-12

April 18, 2012

The Chairmen / CEOs of all Regional Rural Banks/  
State and Central Co-operative Banks

Dear Sir,

**Know Your Customer (KYC) Guidelines - Accounts of Proprietary Concerns**

Please refer to our [circulars RPCD.CO.RRB AML.No.67/ 03.05.33\(E\)/2009-10 dated April 9, 2010](#); [RPCD.CO.RF.AML.BC.No.83/07.40.00/ 2009-10 dated May 12, 2010](#) and [RPCD.CO.RRB.AML.BC.No.19/ 03.05.33\(E\)/ 2010-11 dated September 9, 2010](#); [RPCD.CO.RF.AML.BC.No.20/ 07.40.00/2010-11 dated September 13, 2010](#) regarding customer identification procedure for opening accounts of proprietary concerns.

2. On a review, it has been decided to include the following documents in the indicative list of required documents for opening accounts of proprietary concern:

- i) The complete Income Tax return (not just the acknowledgement) in the name of the sole proprietor where the firm's income is reflected, duly authenticated/acknowledged by the Income Tax Authorities.
- ii) Utility bills such as electricity, water, and landline telephone bills in the name of the proprietary concern.

Yours faithfully,

(C.D.Srinivasan)  
Chief General Manager