

Notice – Know Your Customer (KYC) documents for your Locker

In order to protect the interest of customers, the Reserve Bank of India (RBI) has mandated banks to maintain updated information of all their customers (including Delegates and Power of Attorneys) on record.

Letters requesting the submission of KYC documents have been sent to customers in December 2014/January 2015/April 2015/June 2015.

In case you have not yet submitted the KYC documents for your locker, please submit the below mentioned documents to any branch service executive to have your KYC updated:

- a. Completed and signed KYC declaration form (available at the branch - kindly use the necessary KYC form based on the residency status)
- b. Latest passport size photograph
- c. Self-attested copy of a proof of Identity*
- d. Self-attested copy of a proof of Address*
- e. Self-attested copy of a proof of Indian Origin (for Non-Resident)*
- f. Continuous discharge certificate or valid employment letter (Seafarers only)

*The documents acceptable as Identity and Address proofs are mentioned in the KYC declaration.

What happens if you do not submit the documents by 28 August 2015

We may be constrained to restrict your locker operations which may eventually lead to closure and break-open of the locker.

Please help us to avoid taking this action and to continue giving you uninterrupted access to your locker by providing the information requested.

Who do you contact regarding this request

- Branch service executive
- Send the self-attested documents at the below mentioned address

The KYC Cell - Lockers
The Hongkong and Shanghai Banking Corporation Ltd.
Rajalakshmi No. 5 and 7, Cathedral Road, Chennai - 600 086, India.

For any assistance or clarification on this communication, you can also call our 24 hour Customer Service team at the numbers provided on our website www.hsbc.co.in

We thank you for your custom and ongoing support.

Yours sincerely,



Rudra Basu

Head - Customer Value Management
Retail Banking and Wealth Management

