



# Junomoneta

## finsol private limited

### Account Opening Process Flow

**Objective:** To outline the steps involved in the account opening process for Demat Accounts at JUNOMONETA FINSOL PRIVATE LIMITED.

#### **Process Steps:**

**1. Application Submission:**

*Clients can open Demat Accounts either at the Branch or the Head Office.  
Accounts can be opened using physical account opening forms.*

**2. Identity Verification:**

- *During the account opening process, the Junomoneta Finsol Private Limited staff will verify the identity of the applicant.*
- *The photograph affixed in the account opening form will be cross-checked for identification purposes.*
- *Proof of identity documents attached in the form will also be verified.*

**3. Document Verification:**

- *Client's PAN number and Bank Account details will be verified using NSDL PAN site to ensure accuracy and authenticity.*
- *The client's KRA (KYC Registration Agency) and CKYC (Central KYC) status will also be verified.*

**4. Required Documents for Physical Account Opening:**

- *PAN Card*
- *Valid Address Proof*
- *Bank Account Details (Cheque Copy and Bank Passbook copy if name is not printed on the cheque)*
- *Passport Size Photographs*

**5. KRA Validation:**

- *A valid mobile number and email address are required for KRA (KYC Registration Agency) validation.*
- *This step helps ensure that the client's KYC details are up-to-date and accurate.*

**6. Account Opening Confirmation:**

*Once all the necessary documents are verified and validated, the Demat Accounts will be successfully opened for the client.*



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### 7. Welcome Letter:

- *After the successful account opening, a welcome letter will be sent to the client's registered email address.*
- *The welcome letter may include important account details, guidelines, and contact information for future assistance.*

### Responsibilities:

- ❖ Junomoneta Finsol Private Limited's Staff: Responsible for guiding clients through the account opening process, verifying documents, and ensuring compliance with regulatory requirements.
- ❖ Clients: Responsible for providing accurate and genuine documents, as well as cooperating with the verification process.

### Completion:

The account opening process is considered complete once all necessary verifications and validations have been conducted, and the welcome letter has been sent to the client's registered email address.

### Important Notes:

- ❖ The account opening process aims to ensure the authenticity and accuracy of the client's information for compliance and security reasons.
- ❖ Verifying PAN, Bank Account details, KRA, and CKYC status enhances the legitimacy of the account and minimizes the risk of fraud.
- ❖ The use of physical account opening forms ensures that all required documents are provided for the account opening process.
- ❖ A valid mobile number and email address are essential for maintaining communication and ensuring a smooth validation process.
- ❖ The welcome letter provides clients with essential information to get started with their newly opened Demat Accounts.