

## ONLINE ACCOUNT OPEN PROCESS (DIGI-KYC)

We are happy to introduce that, we are starting to provide **online account open facility WITH Nominee** mapping through **DIGI-KYC PORTAL** for Individual clients. Further client can be take benefit to add single/multiple nominee during the Account opening process. Please follow the below process for online account open with nominee.

### Source

Direct Link : <https://digiekyc.rathi.com/register>

**Step 1:** Register by entering email id and mobile number, relationship and account type, then verify OTP and submit to open an account.

The screenshot displays the ANANDRATHI DIGI-KYC registration interface. The main form area is titled "ACCOUNT INITIATION" and contains the following fields and elements:

- Enter Email ID \***: A text input field with a red error message "Email id is Invalid" below it. A yellow arrow points to this field.
- Select Relationship \***: A dropdown menu currently showing "Self". A yellow arrow points to this dropdown.
- Enter Mobile Number \***: A text input field with a red error message "Number" below it. A yellow arrow points to this field.
- Select Relationship \***: A second dropdown menu currently showing "Self". A yellow arrow points to this dropdown.
- RM Code \***: A text input field containing "939752".
- Select Account Type**: A dropdown menu currently showing "TRADING+DEMA".
- Open An Account**: A green button at the bottom right of the form.
- Terms & Services**: A checkbox labeled "Please Accept the" is checked.

On the right side of the form, there is a panel titled "ACCOUNT INITIATION" with the following content:

- Register your account with us...**: A heading.
- Enter email and mobile number for account opening initiation**: A sub-heading.
- PREREQUISITES DOCUMENTS**: A section with a "Mandatory (\*)" label.
- Address Proof**: A document type with a red asterisk.
- Identity Proof**: A document type with a red asterisk.
- Income Proof**: A document type with a red asterisk.
- OPEN AN ACCOUNT WITH SAME MOBILE & EMAIL Accepted (6)**: A message.
- Self and Spouse**: A document type with a "1" next to it.

A watermark "Activate W" is visible in the bottom right corner of the screenshot.

**Step 2:** Enter Pan Details and click on verify then name according to PAN details will be shown. Click on submit.

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## PAN Verification

Source For Onboard Customers In Real-Time Using AADHAR-Based Digital eKYC

1. You To Verify Your PAN Instantly. 2. Required PAN Number For Verification. 3. PAN Verification Verify With E-Gov. NSDL Service. 4. PAN Verification Is Mandata

### VERIFY PAN STATUS

Enter PAN Card Number \*

Verify PAN

### PAN VERIFICATION

#### Let's start with your PAN Verification.

Instant verification with Income Tax database

The PAN verification facility helps in checking the authenticity of a PAN card. It is a compulsory requirement. The Income Tax Department of India has authorized the NSDL e-Governance Infrastructure Limited to come up with an online PAN verification service. Currently, the NSDL e-governance Infrastructure Limited or the UTI Infrastructure Technology and Services Limited provides the PAN card verification service via selected entities. This service is valid online only since there is no offline procedure.

Your account name would be taken as per the name registered in the Income Tax database or as per your PAN Card.

PAN card verification can be done by the entities authorized by NSDL e-Governance Infrastructure Limited using PAN verification are API-Service. To verify your PAN, you need all the information like PAN number, date of birth etc.

**Step 3:** Connect to DigiLocker and then Enter you Aadhar number to allow DigiLocker to access details

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## So near, yet just a little far.

### Get registered as a DigiLocker Issuer or Requester

DigiLocker or digital locker provides access to authentic virtual documents. It is a digital document wallet where you can store your documents such as driving licence, PAN card, Voter ID, policy documents, etc. You can upload the documents and keep these safe when you sign up for a DigiLocker account. You get a dedicated cloud storage space that is linked to your Aadhar number. The digital locker helps eliminate use of physical documents and enables sharing of e-documents across government agencies via a mechanism to verify the "authenticity" of the documents online.

[Connect To DigiLocker Environment](#)

Make sure your mobile number is registered with your aadhaar card to receive OTP. If your mobile number is not registered, please visit nearest kyc center and register your mobile number. By clicking the above button where, I agreed that have read the Aadhar user consent for digitally signed documents.

 **DigiLocker**  
Your documents anytime, anywhere

Signup with your Aadhar number it takes just a minute for digital signature.

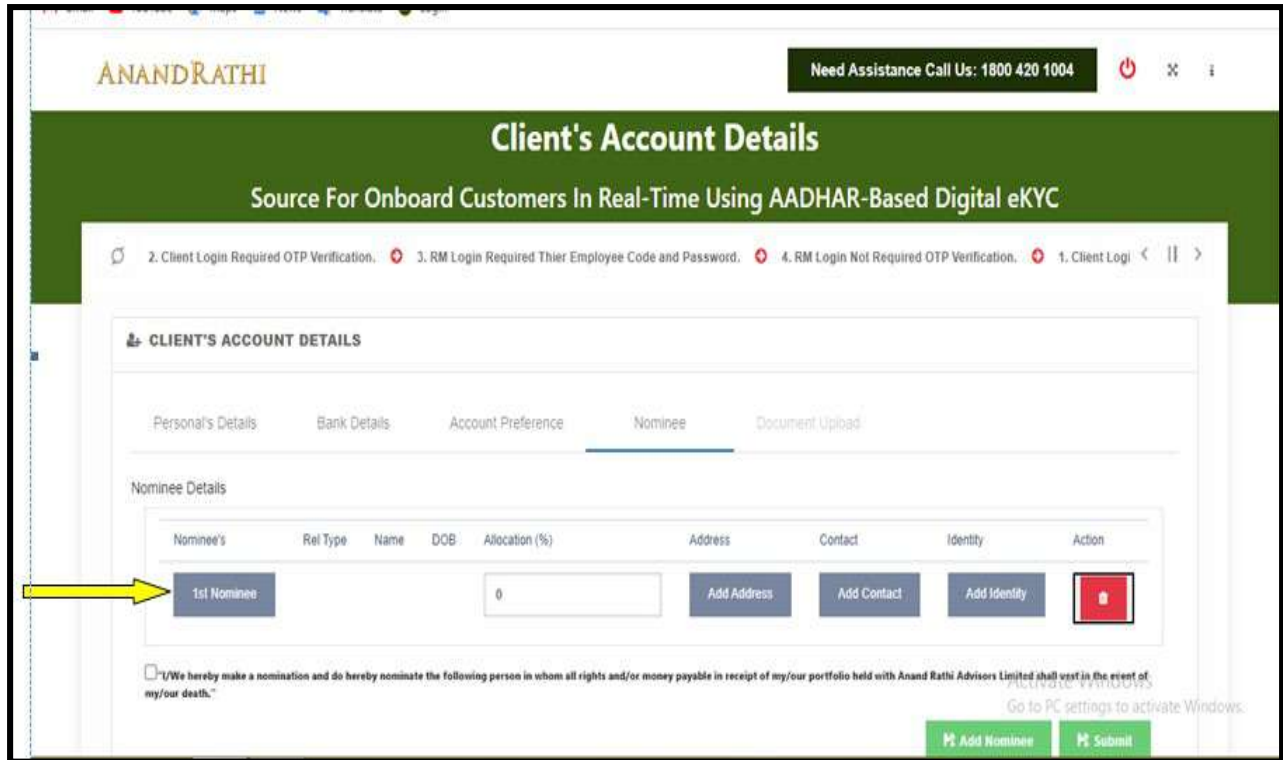
**Step 4** Once Aadhar details are fetched, Click on Submit button.

**Step 5** : Next Enter Personal Details except the auto filled details by selecting marital status(Married/Unmarried/Divorced), occupation type(Business, Professional, Private sector, Public sector, Business, Agriculture etc), qualification type(Graduate, Post Graduate, Secondary, Diploma, Undergraduate etc), income range, PEP, family details like mother father details and click on Save.

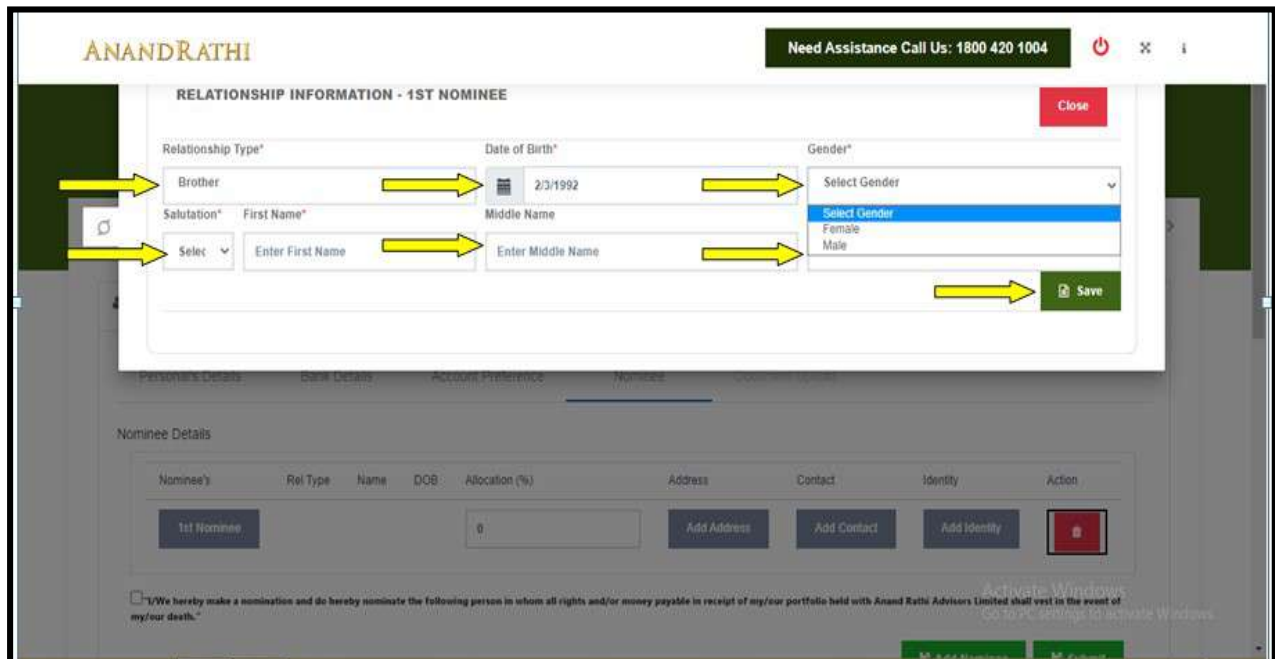
**Step 6:** Enter bank details like IFSC code, MICR code, Account number, Account type, relationship type, Account holder name and click Save.

**Step 7:** After bank details verification Account preference page is shown. Fill details like Account Category (Only Demat/ Demat+Trading /PMS), Trading Experience, Depository name, Demat Scheme, Nominee Select (Yes/No), Demat POA(Yes/No), DDPI and Click on Submit details button.

**Step 8** After account preference page, nominee page will be displayed. Fill nominee details by clicking on 1st nominee button as shown.



**Step 9:** Fill nominee details like Relationship type (brother, mother, father, son, uncle, grandfather etc), Date of birth, Gender (Male/Female), Salutation(Mr, Mrs, Ms) First name, Last name, middle name and click on Save. Then click Close button with red colour.





**Step 10:** The filled name appears in the grid row of 1st nominee

Nominee Details

Nominee's	Rel Type	Name	DOB	Allocation (%)	Address	Contact	Identity	Action
1st Nominee		***** Goyal	*****	0	Add Address	Add Contact	Add Identity	

"I/We hereby make a nomination and do hereby nominate the following person in whom all rights and/or money payable in receipt of my/our portfolio held with Anand Rathi Advisors Limited shall vest in the event of my/our death."

[Add Nominee](#) [Submit](#)

**Step 11:** Click on Add Address, then below address of holders address will be shown, If you wish to select address of account holder for nominee 1 address then Click on Map button, Once we click the address of holders will be mapped for nominee 1 and popup will be displayed with message "Mapped Successfully".

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1st Nominee \*\*\*\*\*  
Goyal 0 [Add Address](#) [Add Contact](#) [Add Identity](#)

Address Details

MAPPED WITH	ADDRESS TYPE	ADDRESS-1	ADDRESS-2	ADDRESS-3	PIN NUMBER	CITY	STATE	COUNTRY	ACTION
<a href="#">Map</a>	HOLDER CORRESPONDENCE								
<a href="#">Map</a>	HOLDER PERMANENT								

"I/We hereby make a nomination and do hereby nominate the following person in whom all rights and/or money payable in receipt of my/our portfolio held with Anand Rathi Advisors Limited shall vest in the event of my/our death."

[Add Nominee](#) [Submit](#)

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1st Nominee \*\*\*\*\*  
Goyal 0 [Add Address](#) [Add Contact](#) [Add Identity](#)

Address Details

MAPPED WITH	ADDRESS TYPE	ADDRESS-1	ADDRESS-2	ADDRESS-3	PIN NUMBER	CITY	STATE	COUNTRY	ACTION
<a href="#">Map</a>	HOLDER CORRESPONDENCE	101/121 JUNBERWALA JUNBERWALA HOUSE INDUSTRIAL RAWA - PHUL ROAD			342013	JODHPUR	RAJASTHAN	INDIA	
<a href="#">Map</a>	HOLDER PERMANENT	101/121 JUNBERWALA JUNBERWALA HOUSE INDUSTRIAL RAWA - PHUL ROAD			342013	JODHPUR	RAJASTHAN	INDIA	
<a href="#">Map</a>	1ST NOMINEE	101/121 JUNBERWALA JUNBERWALA HOUSE INDUSTRIAL RAWA - PHUL ROAD			342013	JODHPUR	RAJASTHAN	INDIA	

"I/We hereby make a nomination and do hereby nominate the following person in whom all rights and/or money payable in receipt of my/our portfolio held with Anand Rathi Advisors Limited shall vest in the event of my/our death."

[Add Nominee](#) [Submit](#)

Mapped Successfully [OK](#)

**Step 12:** If you wish to add other address then click on + button green on top right.



Once click on add address below popup is shown. Fill all the details like address type(Correspondence/Permanent/Others), Address line1, Address line 2, Address line 3, Enter pin code and then click Save.

MAPPED WITH	ADDRESS-TYPE	ADDRESS-1	ADDRESS-2	ADDRESS-3	PIN NUMBER	CITY	STATE	COUNTRY	ACTION
	PERMANENT	S 121 AASHYANA AMARBAGH KUDI HOSPITAL NEW PALI ROAD			342013	JODHPUR	RAJASTHAN	INDIA	

**Step 13** : After saving address details click on Add contact button to add nominee contact details, You can choose to map the holders contact details or can add other contact details just like address detail process.

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Personal's Details Bank Details Account Preference **Nominee** Document Upload

Nominee Details

Nominee's	Rel Type	Name	DOB	Allocation (%)	Address	Contact	Identity	Action
1st Nominee	*****	Joye	*****	0		<a href="#">Add Contact</a>	<a href="#">Add Identity</a>	<a href="#">[X]</a>

Contact Details

MAPPED WITH	CONTACT TYPE	CONTACT DETAILS	RELATIONSHIP TYPE	RELATIONSHIP NAME	ACTION
<a href="#">Map</a> HOLDER MOBILE	PRIMARY MOBILE	*****	DEPENDENT PARENT'S		
<a href="#">Map</a> HOLDER EMAIL	PRIMARY EMAIL	*****@.COM	DEPENDENT PARENT'S		

I/We hereby make a nomination and do hereby nominate the following person in whom all rights and/or money payable in respect of my/our portfolio held with Anand Rathi Advisors Limited shall vest in the event of my/our death.

Activate Windows  
[Add Nominee](#) [Submit](#)

**Step 14**: Select any one Contact Type from fax, additional email, additional mobile, tel no residence, tel no, office, web id or others and fill the selected contact details.

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**CONTACT INFORMATION** [Close](#)

Contact Type\*

- Select Contact Type
- Fax
- Additional Email**
- Additional Mobile
- Tel No (Residence)
- Tel No (Office)
- Web Id
- Others

Contact Detail\*

Contact Name\*

Contact Name



Then Select Relationship type- promoter, brother, whole time Director, daughter, karta, dependent children, dependent parents, trustee, father, authorised signatory, partner, granddaughter, grandfather, grandmother, co-parcener, grandson, mother OR not provided. After that type contact name and click on save and then close.

**Step 15:-** After filling contact details, click on add identity button to add identity as shown. Then Click on + button on right, then a pop up will be shown to fill identity details. Select identity type(nominee bank proof, nominee aadhar, nominee driving licence, nominee photo with signature, nominee voter identity card, nominee pan, nominee passport), identity no, issue date, expiry date and then upload proof of identity document by clicking on choose file.

Nominee's	Rel Type	Name	DOB	Allocation (%)	Address	Contact	Identity	Action
1st Nominee	Brother	Suresh Goyal	03/02/1992	0	Add Address	Add Contact	Add Identity	Delete

MAPPED WITH	IDENTITY TYPE CODE	IDENTITY NO	IDENTITYVALID FROM	IDENTITYVALID TILL	ACTION
					+

"I/We hereby make a nomination and do hereby nominate the following person in whom all rights and/or money payable in receipt of my/our portfolio held with Anand Rathi Advisors Limited shall vest in the event of my/our death."

Add Nominee Submit

Add Identity details.

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### IDENTITY INFORMATION

Identity-Type \* Identity No \*

Select IDENTITY NO

Expiry Date

Expiry Date

upload either pdf / multiple images.

NOTE : Please verify document and then save.

Save

Close

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Activate Windows  
Go to PC settings to activate Windows.

Upload Identity proof

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### IDENTITY INFORMATION

Identity-Type \* Identity No \*

1st Nominee Driving Licence 876878678678

Issued Date \* Expiry Date \*

Issue Date Expiry Date

Proof Of Identity\*

Choose Files No File Chosen

upload either pdf / multiple images.

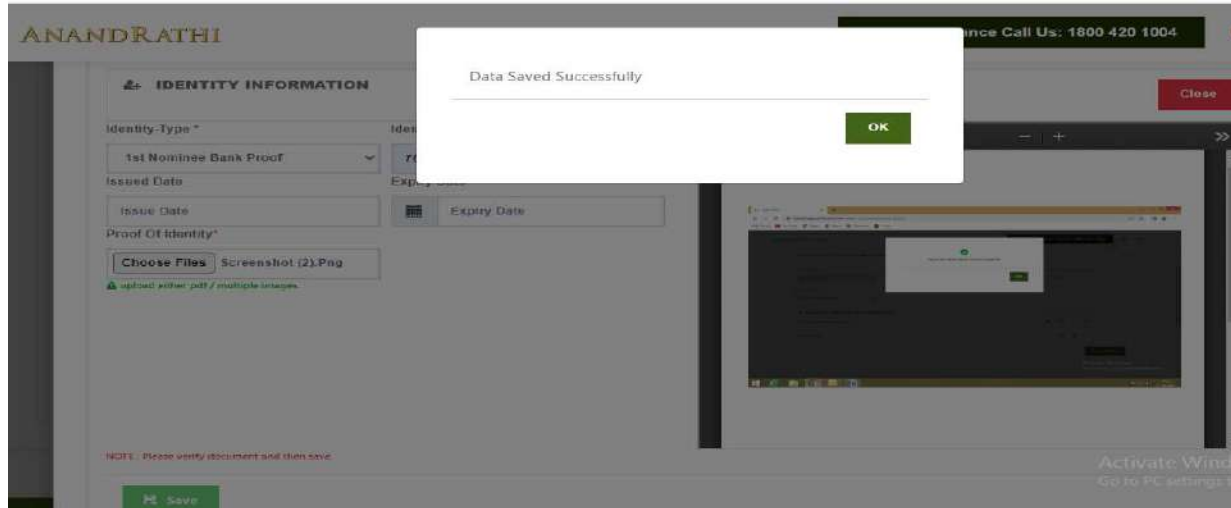
NOTE : Please verify document and then save.

Save

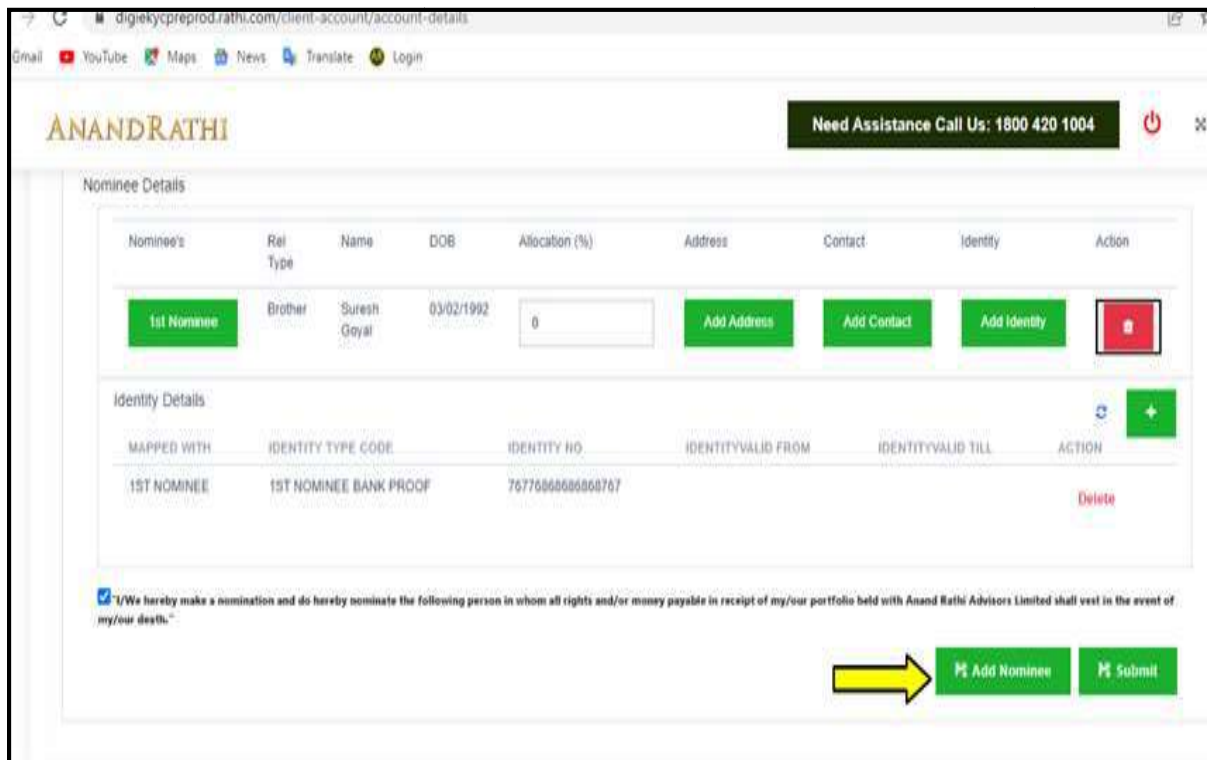
Close

Activate Windows  
Go to PC settings to activate Windows.

Then click on save and OK



**Step 16:** To add second nominee click on Add nominee button then the grid of 2nd nominee occurs



**Step 17:** Click on 2nd Nominee button and follow the process same as of nominee 1. In case the nominee is minor then the gaurdian detail button will be shown as below

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1st Nominee: Brother, Suresh Goyal, 03/02/1992, 0. Add Address, Add Contact, Add Identity, [Delete]

Identity Details

MAPPED WITH	IDENTITY TYPE CODE	IDENTITY NO	IDENTITY VALID FROM	IDENTITY VALID TILL	ACTION
1ST NOMINEE	1ST NOMINEE BANK PROOF	76775868506095767	07/02/2017	01/10/2030	Delete

Nominee's

Nominee's	Rel Type	Name	DOB	Allocation (%)	Address	Contact	Identity	Action
2nd Nominee				0	Add Address	Add Contact	Add Identity	[Delete]

"I/We hereby make a nomination and do hereby nominate the following person in whom all rights and/or money payable in receipt of my/our portfolio held with Anand Rathi Advisors Limited shall vest in the event of my/our death."

Add Nominee Submit

Go to PC settings to activate Windows

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1st Nominee: Brother, Suresh Goyal, 03/02/1992, 0. Add Address, Add Contact, Add Identity, [Delete]

Nominee's

Nominee's	Rel Type	Name	DOB	Allocation (%)	Address	Contact	Identity	Guardian	Action
2nd Nominee	Sister	Reena Rathore	16/06/2015	0	Add Address	Add Contact	Add [Guardian]	[Delete]	

"I/We hereby make a nomination and do hereby nominate the following person in whom all rights and/or money payable in receipt of my/our portfolio held with Anand Rathi Advisors Limited shall vest in the event of my/our death."

Add Nominee Submit

**Step 18** Fill Address , contact and identity details just like before. Then click on add guardian below pop up will be shown. Fill details of gaurdian like relation type, date of birth , salutation, first name, last name then save. Once save add address, add contact and add identity button appears for guardian popup:-

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RELATIONSHIP INFORMATION - 2ND NOMINEE (GUARDIAN) Close

Relationship Type*	Date of Birth*	Gender*	
Father	8/5/2022	Male	
Salutation*	First Name*	Middle Name	Last Name*
Mr.	Bhaga	Ram	Parihar

Save

**Step 19:** Click on add address , you can map or add new address, Click on add contact, you can map or add new contact, click on add identity

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RELATIONSHIP INFORMATION - 2ND NOMINEE (GUARDIAN) Close

Relationship Type*	Date of Birth*	Gender*	
Mother	2/5/1969	Female	
Salutation*	First Name*	Middle Name	Last Name*
Mrs.	Geeta	Enter Middle Name	Rathore

Update

Add Address Add Contact Add Identity

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**Step 20-** Fill percent along each side of nominee under allocation percentage section. Then Submit.

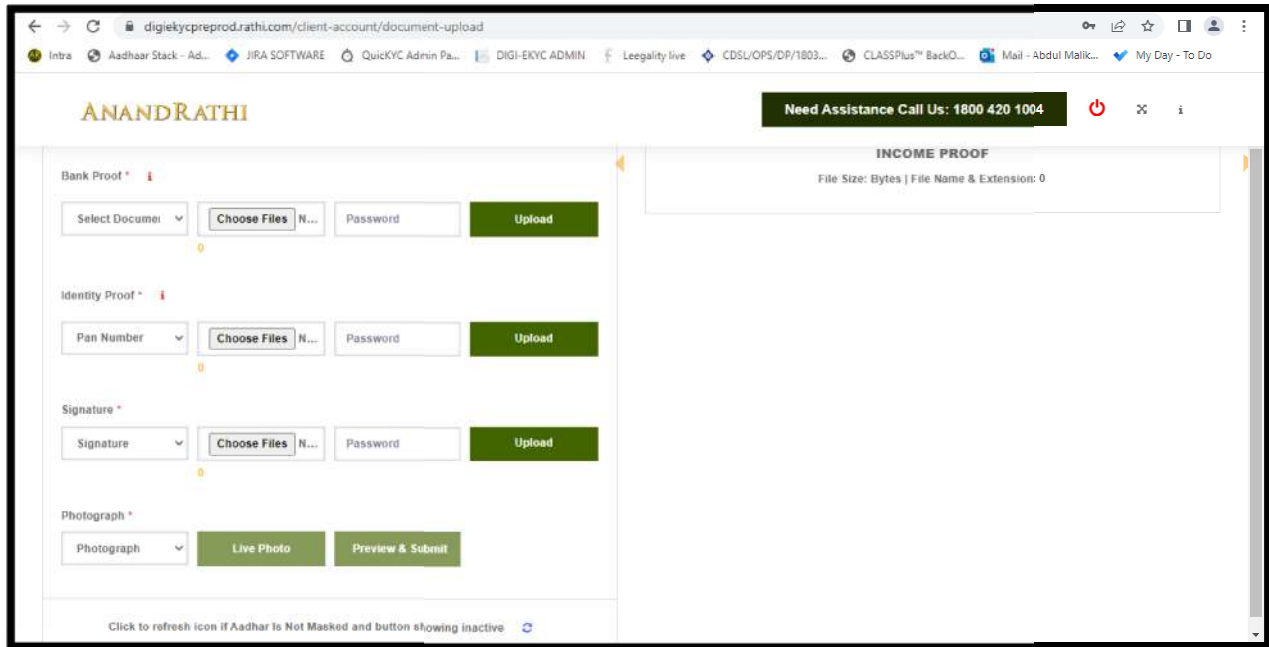
The screenshot shows the ANANDRATHI web interface. At the top, there is a header with the company name and a contact number: "Need Assistance Call Us: 1800 420 1004". Below the header, there are two sections for adding nominees. The first section is for the "1st Nominee" and the second is for the "2nd Nominee". Each section has a "Rel Type" dropdown, a "Name" input field, a "DOB" input field, and an "Allocation (%)" input field. There are also "Add Address", "Add Contact", and "Add Identity" buttons for each nominee. Below these sections is an "Identity Details" table with columns: MAPPED WITH, IDENTITY TYPE CODE, IDENTITY NO, IDENTITY VALID FROM, IDENTITY VALID TILL, and ACTION. The table contains one row for the "1ST NOMINEE" with the identity type "1ST NOMINEE BANK PROOF" and identity number "76776868688686767". At the bottom right, there are "Add Nominee" and "Submit" buttons. A yellow arrow points to the "Submit" button.

**Step 21** – Select DDPI option for getting DDPI , after selection client will be get pop-up for declaration where need to click on “Yes” button for DDPI declaration.

**Step 22** – Choose DDPI option as “YES” , then click on declaration pop-up as “Yes” , then click on “Submit” button for further process.

The screenshot shows the ANANDRATHI web interface with a declaration pop-up window. The pop-up window contains the text: "I/We Agree to execute online DDPI process with all four clauses related to Security Paying, Pledging and Un-Pledging, Mutual Fund Transactions and Tendering clause." Below the text is a checkbox labeled "Accept the Terms and Conditions" which is checked. There are "No" and "Yes" buttons. A yellow arrow points to the "Yes" button. In the background, the "NOMINEE AND POA DECLARATION" form is visible. It has a "DDPI(Demat Debit and Pledge Instruction - POA)" section with a "Yes" radio button selected. A "Submit Details" button is at the bottom right. A yellow arrow points to the "Submit Details" button. Another yellow arrow points to the "Yes" button in the pop-up window.

**Step 23** – After submission , page will be redirect to upload document same as per existing process. And after successfully upload the document click on “Live Photo” option and accordingly client will be get link for capture photo.



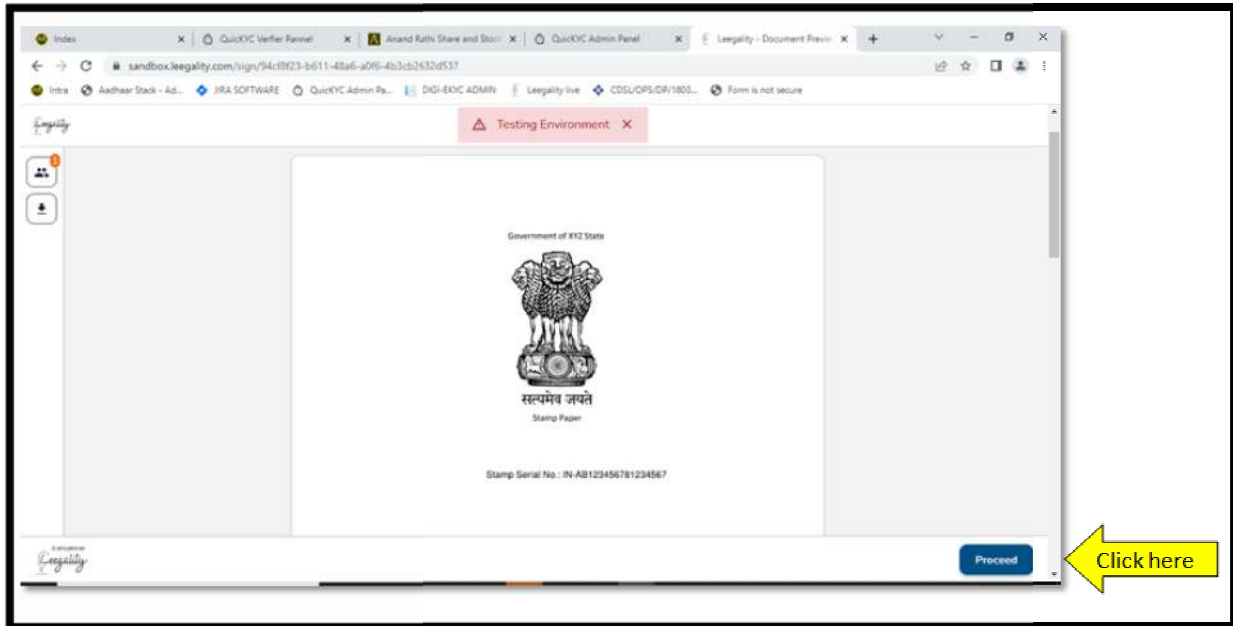
The screenshot shows a web browser window with the URL [digiekycreprod.rathi.com/client-account/document-upload](http://digiekycreprod.rathi.com/client-account/document-upload). The page header includes the ANANDRATHI logo and a contact number: "Need Assistance Call Us: 1800 420 1004". The main content area is divided into two columns. The left column contains four sections for document uploads: "Bank Proof", "Identity Proof", "Signature", and "Photograph". Each section has a dropdown menu, a "Choose Files" button, a "Password" field, and an "Upload" button. The "Photograph" section includes a "Live Photo" button and a "Preview & Submit" button. The right column is titled "INCOME PROOF" and shows "File Size: Bytes | File Name & Extension: 0". At the bottom of the page, there is a note: "Click to refresh icon if Aadhar is Not Masked and button showing inactive".

**Step 24** – After successfully upload the document and live photo , client will be click on “Preview & Submit button for final submission and after final submission , client journey will be complete and request will be transfer to HO for Approval.

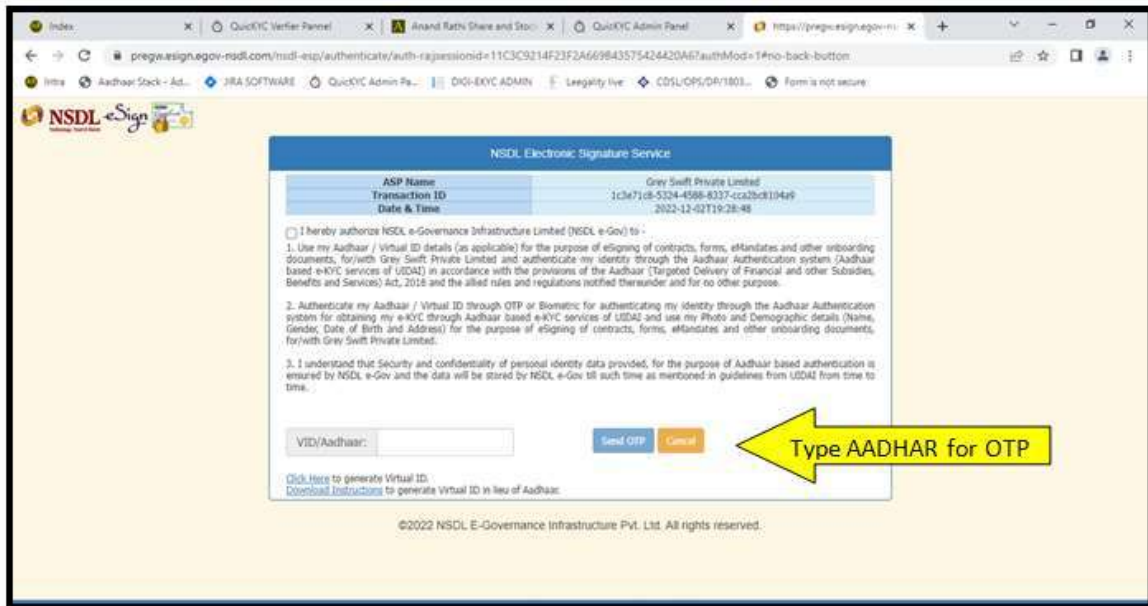
**Step 25** – After successfully verify by HO , client will be get e-sign link on his register email id for AOF , KRA & DDPI

**Step 26** – AOF and KRA e-sign process will be same as per existing and there are no changes.

**Step 27** – If DDPI selected , then one more e-sign will be add for DDPI e-sign and page will be redirect for e-stamping process, so click on “Proceed” button (System will provide e-stamp paper alongwith DDPI format for e-sign.)



**Step-28** – Type AADHAR number for DDPI E-sign and complete the process.



=====End=====