



Account Opening Process at MJP – Physical Individual and Non-Individual Account Opening

This document contains the step-by-step procedure to open a MJP account via the Physical mode. The same steps can be followed to open an Individual / Non-Individual MJP Account. It also contains a flowchart of the account opening process.

1. The Executive meets with the potential customer and conducts the In-Person Verification (IPV).
2. The Executive gets the KYC filled up by the potential customer.
3. The Executive next collects the supporting documents and verifies them against the originals. Let's now have a look at the various types of accounts and a detailed look at the Proofs that need to be submitted to open a MJP account:

Type of Account	Detailed List of Required Proofs
Individual Account via Physical Mode	Click to View List

Non-Individual Accounts	
HUF Account	Click to View List
Corporate Account	Click to View List
Trust Account	Click to View List
LLP Firm Account	Click to View List
Partnership Account	Click to View List

4. The Executive goes ahead and submits the KYC to the Office.
5. The Executive verifies the KYC and rejects/processes.
6. If the KYC is found to be valid, the team does data entry into the system and the MJP account is opened.
7. Lastly, the Account Opening Kit is sent to the customer's address.

Account Opening Flowchart – Physical Individual and Non-Individual Accounts

