AXIS BANK

Document Checklist

Inward Wire Remittance & Foreign Currency Cheque / DD collection

Sr No	Purpose Code	Description	List of Documents
1	P0001	Repatriation of Indian Portfolio investment abroad in equity capital (shares)	Customer Declaration (Click here to get the format) #For higher value transactions, sale certificate or equivalent document, displaying the sale date, no. of shares & amount, maybe needed
2	P0002	Repatriation of Indian investment abroad in debt securities.	Customer Declaration (Click here to get the format) #For higher value transactions, sale certificate or equivalent document, displaying the sale date, no. of shares & amount, maybe needed
3	P0005	Repatriation of Indian investment abroad in real estate	(A) Sale evidence/agreement (B) Proof of outward remittance #Remitter should be the buyer of the property *Funds to be repatriated within 180 days from the date of sale
4	P0006	Foreign direct investment in India in equity	Necessary supporting documents
5	P0011	Repayment of loans extended to Non-Residents	Customer Declaration (Stating it is a non-interest bearing loan and from a close relative)
6	P0012	Long & medium term loans, with original maturity of above one year, from Non-Residents to India (External Commercial Borrowings)	Customer Declaration, confirming adherence to all RBI prescribed restrictions, including: - That the loan is from an NRI or a relative who is an OCI cardholder - Borrowing shall be on non-repatriation basis (i.e. payment of interest, if any, and repayment of principal shall be made only to the NRO account of the lender) - Tenure of the loan (less than 1 year or more than 1 year)
7	P0013	Short term loans with original maturity upto one year from Non-Residents to India (Short-term Trade Credit)	
8	P0014	Receipts o/a Non-Resident deposits (FCNR(B)/NR(E)RA, etc.)	Applicable for **NRI clients** only - Supporting documents or purpose confirmation is not applicable
9	P0021	Receipts on account of sale of share under Employee stock option	Customer Declaration (Click here to get the format) #For higher value transactions, sale certificate or equivalent document, displaying the sale date, no. of shares & amount, maybe needed *Subject to further regulatory scrutiny, the following documents may be requested: Allotment Letter or equivalent document(s) stating shares were allotted under any employee benefit scheme i.e., ESOP, RSU, ESPP, etc. (Offer/allotment letter should state that it is a cashless scheme, else details of outward remittance will be required)
10	P0092	PUR FRM OTHER AD'S IN INDIA	Necessary supporting documents
11	P0099	Other capital receipts not included elsewhere	Necessary supporting documents
12	P0102	Realisation of export bills (in respect of goods) sent on collection (full invoice value)	Necessary supporting documents

13	P0301	Purchases towards travel (Includes purchases of foreign TCs, currency : notes etc over the counter, by hotels, hospitals, Emporiums, Educational institutions etc. as well as amount received bv TT/SWIFT transfers or debit	(A) Amount up to USD 100,000 or equivalent: No Supporting documents required (B) Amount more than USD 100,000 or equivalent, supporting documents displaying the source/nature of funds/services is required, i.e. any one of the below: - - Accepted Purchase Order - Proforma Invoice/Fee Statement - Agreement/Contract Note with the remitter specifying amount of consideration. - Email/Fax from the remitter mentioning the details of the order - Other equivalent document(s)
14	P0302	Business travel	
15	P0306	Other travel receipts (e.g. reimbursement from MNC for travel, mobile reimbursement, etc.)	
16	P0308	FC surrendered by returning Indian tourists	
17	P0304	Travel for medical treatment including TCs purchased by hospitals	Necessary supporting documents
18	P0305	Travel for education including TCs purchased by educational institutions	Necessary supporting documents
19	P0501	Receipts for cost of construction of services projects in India	(A) Passport copy of remitter (B) Customer Declaration: - - Residential status of remitter (whether NRI/PIO/FN) - Purchase of property is other than agricultural land / plantation property / farm house #Beneficiary has to be the contractor (firm/individual)
20	P0601	Receipts of life insurance premium	Necessary supporting documents
21	P0603	Receipts on account of other general insurance premium	Necessary supporting documents
22	P0607	Insurance claim Settlement of non-life insurance; and life insurance (only term insurance)	No supporting documents are required if the remitter is an insurance firm. In case the remitter is any other entity, (A) Customer Declaration stating the nature of the claim settlement (B) Copy of policy document /Settlement Letter/other equivalent document
23	P0608	Life insurance claim settlements (excluding term insurance) received by residents in India	
24	P0611	Periodic pension entitlements e.g. monthly quarterly or yearly payments of pension amounts by Indian Pension Fund Companies.	Necessary supporting documents
25	P0801	Hardware consultancy	(A) Amount up to USD 100,000 or equivalent: No Supporting documents required (B) Amount more than USD 100,000 or equivalent, supporting documents displaying the source/nature of funds/services is required, i.e. any one of the below: - - Accepted Purchase Order - Proforma Invoice/Fee Statement - Agreement/Contract Note with the remitter specifying amount of consideration. - Email/Fax from the remitter mentioning the details of the order - Other equivalent document(s)
26	P0802	Software implementation/consultancy (other than those covered in SOFTEX form)	
27	P0803	Database, data processing charges	
28	P0804	Repair and maintenance of computer and software	
29	P0805	News agency services	
30	P0806	Other information services-Subscription to newspapers, periodicals, etc.	
31	P0808	Telecommunication services including electronic mail services and voice mail services	
32	P0901	Franchises services – patents copy rights, trade marks, industrial processes, franchises etc.	
33	P0902	Receipts for use, through licensing arrangements, of produced originals or prototypes (such as manuscripts and films)	

34	P1002	Trade related services – Commission on exports/imports	(A) Customer Declaration (B) Supporting documents displaying the source/nature of funds/services is required, i.e. any one of the below: - - Accepted Purchase Order - Proforma Invoice/Fee Statement - Agreement/Contract Note with the remitter specifying amount of consideration. - Email/Fax from the remitter mentioning the details of the order - Other equivalent document(s)
35	P1004	Legal services	(A) Amount up to USD 100,000 or equivalent: No Supporting documents required (B) Amount more than USD 100,000 or equivalent, supporting documents displaying the source/nature of funds/services is required, i.e. any one of the below: - - Accepted Purchase Order - Proforma Invoice/Fee Statement - Agreement/Contract Note with the remitter specifying amount of consideration. - Email/Fax from the remitter mentioning the details of the order - Other equivalent document(s)
36	P1005	Accounting, auditing, book keeping and tax consulting services	
37	P1006	Business and management consultancy and public relations services	
38	P1007	Advertising, trade fair, market research and public opinion polling services	
39	P1008	Research & Development services	
40	P1009	Architectural, engineering and other technical services	
41	P1010	Agricultural, mining and on –site processing services – protection against insects & disease, increasing of harvest yields, forestry services, mining services like analysis of ores etc.	
42	P1011	Inward remittance for maintenance of offices in India	
43	P1013	Environmental services	
44	P1014	Engineering Services	
45	P1015	Tax consulting services	
46	P1016	Market research and public opinion polling service	
47	P1017	Publishing and printing services	
48	P1019	Commission agent services	
49	P1022	Other Technical Services including scientific/space	
50	P1101	Audio-visual and related services –services and associated fees related to production of motion pictures, rentals, fees received by actors, directors, producers and fees for distribution rights.	
51	P1103	Radio and television production, distribution and transmission services	
52	P1104	Entertainment services	
53	P1105	Museums, library and archival services	
54	P1106	Recreation and sporting activity services	
55	P1107	Educational services (e.g. fees received for correspondence courses offered to non-resident by Indian institutions)	
56	P1108	Health Service (Receipts on account of services provided by Indian hospitals, doctors, nurses, paramedical and similar services etc. rendered remotely or on-site)	
57	P1109	Other Personal, Cultural & Recreational services (rent cases)	Declaration, stating the nature of services #Supporting documents displaying the source/nature of funds may be requested for EDD

58	P1301	Inward remittance from Indian nonresidents towards family maintenance and savings	No supporting documents are required. #Remitter should be an individual account holder only
59	P1302	Personal gifts and donations	No supporting documents are required. #Remitter & Beneficiary should be individuals only *In case the remitter is a Family Trust, one of the following supporting document is needed: - Trust Deed - Declaration from remitter on Trust letter head Note: As per the Foreign Contribution Act 2011, any person receiving 'Foreign Contribution', from any relative in excess of INR 10 Lacs in a FY needs to submit 'FC1 Form' to Ministry of Home Affairs (MHA) within 90 days of receipt of funds
60	P1303	Donations to religious and charitable institutions in India	Foreign source/passport holder not allowed to donate here, unless FCRA exempted list
61	P1304	Grants and donations to governments and charitable institutions established by the governments	Necessary supporting documents
62	P1306	Receipts / Refund of taxes	(A) Customer Declaration stating why and how the taxes were paid (B) Proof of Tax Payment OR Other equivalent documents
63	P1307	Receipts on account of migrant transfers including Personal Effects	A declaration confirming previous residential status was an NRI & the source of fund. #Basis source of funds, additional supporting documents may be requested
64	P1401	Compensation of employees	No supporting documents are required (Remitter should be non-individual only)
65	P1411	Inward remittance of interest income on account of Portfolio Investment made abroad by India	Customer Declaration (Click here to get the format)
66	P1412	Inward remittance of dividends on account of Portfolio Investment made abroad by India on equity and investment fund shares	
67	P1499	Other income receipts	(A) Customer Declaration, stating the nature of funds received (B) Necessary supporting documents
68	P1501	Refunds / rebates on account of imports	Necessary supporting documents
69	P1502	Reversal of wrong entries, refunds of amount remitted for non-imports (e.g. student refund)	Declaration, stating the nature of funds received & details of outward remittance - SWIFT copy, debit entry, ROR number, etc.

Important Note with regards to "Repatriation of Funds - Sale of Shares acquired under OPI / ESOP"

Any unspent / unused forex amount (unless reinvested) / proceed of OPI including the shares acquired under ESOP/RSU/ESPP scheme, should be repatriated immediately within a period of 180 days, from the date of realization or date of return to India, as the case may be. [refer to: Foreign Exchange Management (Realization, repatriation and surrender of foreign exchange) Regulations, 2015; dated February 04, 2016, Circular No.46/2015-16 [(1)/9(R)].

If funds are repatriated, post aforementioned period will be considered as breach of regulatory guidelines & such inward credit needs to be reported to RBI for regularization before processing. Once the contravention is cleared by the RBI, such inward transactions can be processed / credited to beneficiary's account.

In the above context, additional documents / information may be asked by RBI to evaluate the case (like, acknowledgement of annual reporting done by the Indian company at the time of allotment in case of ESOP / share allotment details, etc.); the same needs to be provided by the customer.

OPI – Overseas Portfolio Investments
ESOP – Employee Stock Option Plan, **RSU** - Restricted Stock Unit, **ESPP** - Employee Stock Purchase Plan

Note:

(a) The document checklist is updated as on 30th Sep 2026.

(b) Disposal Instruction (DI) form may be requested, if applicable, by the branch for processing the transaction. Click here to get the format.

(c) This checklist may be modified as per the internal policies / regulatory guidelines from time to time. Always refer to the website for the latest checklist and submit the documents accordingly for processing.

****End of Document****