

Sl. No.	Nature of Document	Proof of Identity	Proof of Address	Date of Birth ( bearing the name, date , month and year of birth)
<b>A. Copy of:-</b>				
1.	AADHAAR card	Yes	Yes	No
2.	Indian Passport	Yes	Yes	Yes
3.	Driving Licence	Yes	Yes	Yes
4.	Elector's Photo Identity Card issued by the Election Commission of India	Yes	Yes	Yes
5.	Ration card having photograph of the applicant	Yes	No	No
6.	Transgender Identity Card or certificate issued under the Transgender Persons (Protection of Rights) Act, 2019 having photograph of the applicant	Yes	Yes	Yes
7.	Photo identity card issued by the Central Government or a State Government or a Public Sector Undertaking	Yes	No	Yes
8.	Pensioner Card issued by Government, having photograph of the applicant	Yes	No	No
9.	Central Government Health Scheme Card or Ex-servicemen Contributory Health Scheme photo card	Yes	No	Yes
10.	Indian Passport of spouse bearing name of the person	No	Yes	No
11.	Post office passbook having address of the applicant	No	Yes	No
12.	Domicile certificate issued by the Government	No	Yes	Yes
13.	Allotment letter of accommodation issued by the Central Government or State Government of not more than three years old	No	Yes	No
14.	Property registration document	No	Yes	No
15.	Latest property tax assessment order	No	Yes	No
16.	Electricity bill (Not more than three months old)	No	Yes	No

17.	Landline telephone or broadband connection bill(Not more than three months old)	No	Yes	No
18.	Water bill(Not more than three months old)	No	Yes	No
19.	Consumer gas connection card or book or piped gas bill(Not more than three months old)	No	Yes	No
20.	Bank account statement as per Note 2 (Not more than three months old)	No	Yes	No
21.	Depository account statement(Not more than three months old)	No	Yes	No
22.	Credit card statement(Not more than three months old)	No	Yes	No
23.	For individuals born on and after 1st October, 2023 birth certificate issued by the municipal authority or any office authorised to issue birth and death certificate by the Registrar of Birth and Deaths or the Indian Consulate as defined in clause (d) of sub-section (1) of section 2 of the Citizenship Act, 1955 (57 of 1955);	No	No	Yes
24.	Birth certificate issued by the municipal authority, or any office authorised to issue birth and death certificate by the Registrar of Birth and Deaths or the Indian Consulate as defined in clause (d) of sub-section (1) of section 2 of the Citizenship Act, 1955 (57 of 1955)	No	No	Yes
25.	Pension payment order	No	No	Yes
26.	Marriage certificate issued by the Registrar of Marriages	No	No	Yes
27.	Matriculation certificate or mark sheet of recognised board	No	No	Yes
<b>B. Or original of:</b>				
1.	Certificate of identity signed by a Member of Parliament or Member of Legislative Assembly or Municipal Councilor or a Gazetted Officer, as the case may be	Yes	No	No
2.	Bank certificate, on the letter head from the branch (along with the name, stamp and copy of employee ID of the issuing officer) containing duly attested photograph and bank account	Yes	No	No

	number of the applicant.			
3.	Certificate of address signed by a Member of Parliament or Member of Legislative Assembly or Municipal Councilor or a Gazetted Officer, as the case may be	No	Yes	No
4.	Employer certificate.	No	Yes	No
5.	Affidavit sworn before a Magistrate stating the date of birth	No	No	Yes

Note 1: In case of a person being a minor, in addition to Aadhaar of the minor, any of the above listed documents of any of the parents or guardian of such minor shall be deemed to be the proof of identity.

Note 2: In case of an Indian citizen residing outside India, copy of bank account statement in country of residence or copy of non-resident external bank account statements shall be the proof of address.

Note 3: In case of a minor, any of the above listed documents of any of the parents or guardian of such minor shall be deemed to be the proof of address.

Sl. No.	Applicant	Form	Documents as proof of identity, address and date of birth or date of incorporation
A	B	C	D
1	Hindu undivided family	Form No. 94	(a) Original affidavit by the <i>karta</i> of the Hindu Undivided Family duly authenticated by a Notary Public or Oath Commissioner or Judicial Magistrate stating the name, father's name, Aadhaar number or Permanent Account Number and address of all the coparceners on the date of application; and  (b) a copy of any document applicable in the case of an individual specified in serial number 1, in respect of <i>karta</i> of the Hindu undivided family, as proof of identity, address and date of birth.
2	Company registered in India	Form No. 94	(a) Copy of Certificate of Registration issued in India by the Registrar of Companies; or  (b) corporate identity number allotted by the Registrar under section 7 of the Companies Act, 2013 (18 of 2013).
3	Limited Liability Partnership formed or registered in India	Form No. 94	(a) Copy of Certificate of Registration issued in India by the Registrar of Limited Liability Partnerships; or

			(b) LLP identification number allotted in India by the Registrar under the Limited Liability Partnership Act, 2008(6 of 2009).
4	Firm (other than Limited Liability Partnership) formed or registered in India	Form No. 94	(a) Copy of Certificate of Registration issued in India by the Registrar of Firm; or  (b) copy of partnership deed.
5	Trusts formed or registered in India	Form No. 94	(a) Copy of trust deed; or  (b) Copy of Certificate of Registration Number issued by Charity Commissioner.
6	Association of persons (other than trusts) or body of individuals formed or registered in India	Form No. 94	(a) Copy of agreement; or  (b) copy of Certificate of Registration Number issued by Charity Commissioner or Registrar of Co-operative Society or any other competent authority; or  (c) any document originating from any Central Government or State Government Department, establishing identity and address of such person.
7	Local authority or artificial juridical person formed or registered in India	Form No. 94	Any document originating from any Central Government or State Government Department establishing identity and address of such person.
8	Any person on behalf of the Central Government or State Government or Union Territory Administration	Form No. 94	Certificate in original from the Head of the Department or Pay and Accounts Officer or Zonal Accounts Officer or District Treasury Officer or Cheque Drawing and Disbursing Officer.
9	Individuals not being a citizen of India	Form No. 95	(i) Proof of identity :—  (a) Copy of passport; or  (b) copy of person of Indian Origin card issued by the Government of India; or  (c) copy of Overseas Citizenship of India Card issued by Government of India; or  (d) copy of other national or citizenship Identification Number or Taxpayer Identification Number duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961) or by Indian embassy or High Commission or Consulate in the  country where the applicant is located or authorised officials of overseas branches of Scheduled Banks registered in India.

		<p>(ii) Proof of date of birth: —</p> <ul style="list-style-type: none"> <li>(a) Copy of passport; or</li> <li>(b) copy of person of Indian Origin card issued by the Government of India; or</li> <li>(c) copy of Overseas Citizenship of India Card issued by Government of India; or</li> <li>(d) copy of other national or citizenship Identification Number or Taxpayer Identification Number containing date, month and year of birth duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961) or by Indian embassy or High Commission or Consulate in the country where the applicant is located or authorised officials of overseas branches of Scheduled Banks registered in India; or</li> <li>(e) birth certificate issued by the municipal authority or any office authorised to issue birth and death certificate by the Registrar of Birth and Deaths or the Indian Consulate as defined in clause (d) of sub-section (1) of section 2 of the Citizenship Act, 1955 (57 of 1955); or</li> <li>(f) copy of birth certificate containing date, month and year of birth issued by any foreign authority and duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961) or by Indian embassy or High Commission or Consulate in the country where the applicant is located or authorised officials of overseas branches of Scheduled Banks registered in India.</li> </ul> <p>(iii) Proof of address:—</p> <ul style="list-style-type: none"> <li>(a) copy of passport; or</li> <li>(b) copy of person of Indian Origin card issued by the Government of India; or</li> <li>(c) copy of Overseas Citizenship of India Card issued by Government of India; or</li> <li>(d) copy of other national or citizenship Identification Number or Taxpayer</li> </ul>
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10	Limited Liability Partnership registered outside India	Form No. 96	<p>(a) Copy of Certificate of Registration issued in the country where the applicant is located, duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961), or by Indian embassy or High Commission or consulate in the country where the applicant is located, or authorised officials of overseas branches of Scheduled Banks registered in India; or</p> <p>(b) copy of registration certificate issued in India or of approval granted to set up office in India by Indian Authorities.</p>
11	Company registered outside India	Form No. 96	<p>(a) Copy of Certificate of Registration issued in the country where the applicant is located, duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961) or by Indian embassy or High Commission or consulate in the country where the applicant is located, or authorised officials of overseas branches of Scheduled Banks registered in India; or</p> <p>(b) copy of registration certificate issued in India</p>

			or of approval granted to set up office in India by Indian Authorities.
12	Firm formed or registered outside India	Form No. 96	<p>(a) Copy of Certificate of Registration issued in the country where the applicant is located, duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961), or by Indian embassy or High Commission or Consulate in the country where the applicant is located, or authorised officials of overseas branches of Scheduled Banks registered in India; or</p> <p>(b) copy of registration certificate issued in India or of approval granted to set up office in India by Indian Authorities.</p>
13	Association of persons (Trusts) formed outside	Form No. 96	<p>(a) Copy of Certificate of Registration issued in the country where the applicant is located, duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961), or by Indian embassy or High Commission or consulate in the country where the applicant is located, or authorised officials of overseas branches of Scheduled Banks registered in India; or</p> <p>(b) copy of registration certificate issued in India or of approval granted to set up office in India by Indian authorities.</p>
14	Association of persons (other than Trusts) or body of individuals or local authority or person formed or any other entity (by whatever name called) registered outside India	Form No. 96	<p>(a) Copy of Certificate of Registration issued in the country where the applicant is located, duly attested by "Apostille" (in respect of countries which are signatories to the Hague Apostille Convention of 1961), or by Indian embassy or High Commission or consulate in the country where the applicant is located, or authorised officials of overseas branches of Scheduled Banks registered in India; or</p> <p>(b) copy of registration certificate issued in India or of approval granted to set up office in India by Indian Authorities.</p>