



## Comprehensive list of acceptable Documents for proof of Identity &amp; proof of address for Resident Individuals

**A Documents for establishing proof of identity:**

- 1) Passport [not expired]/
- 2) MAPIN card [ issued by NSDL]
- 3) PAN card
- 4) Election /Voter's card –
- 5) Photo ID card issued by any of the following organizations/Institutions
  - a) Central Government or any of its Ministries.
  - b) Statutory / Regulatory authorities
  - c) State Govt. or any of its Ministries
  - d) Public Sector Undertaking (established under GOI or State Govt)
  - e) State Govt. of J&K
  - f) Bar council
  - g) Senior Citizen card issued by State/Central Govt.
  - h) Govt. of India to Persons of Indian Origin [PIO card]
  - i) Defence Dept / Ministry of defence for Defence personnel & their dependants
  - j) Public Financial institutions / Public sector banks
- 6) Permanent Driving license [not expired]-
- 7) Arms License issued by the State/Central Govt. of India [containing photograph of the applicant]
- 8) Pension payment card issued by State/Central Govt. of India with photograph of the applicant
- 9) Ration Card containing IRIS scan along with photograph
- 10) Photo Credit Card [not expired ] of Primary holder [ signature to match with AOD]
- 11) For rural branches letter of introduction with photograph , name and address of the customer duly certified by Block Development officer / Head of village Panchayat / Post master of post office concerned
- 12) Foreign regional registration office certificate issued to Tibetan nationals containing signature, photo and address of the applicant.

**B Documents for establishing proof of address:**

- 1) Passport {Not Expired}.
- 2) Permanent Driving license {Not Expired}.
- 3) Telephone bill/Electricity bill of Public and approved Private operators in the State [Not older than 3 months]
- 4) Bank account statement of a PSU / Private Sector / Foreign bank [Not older than 3 months.]
- 5) Ration card
- 6) Election card / Voters ID [if it has address].
- 7) Letter / Monthly outgoings bill (only from Registered societies)
- 8) Copy of title deeds. ( wherein original title deeds are registered and stamped )
- 9) Latest Property tax or water tax bill / Property tax paid Receipt
- 10) Senior citizens card issued by the State /Central Govt. of India (if it has address)
- 11) Mobile post paid bill of public / private operators in the State.
- 12) Consumer gas connection card / book OR latest pipe gas bill.
- 13) Domicile certificate with communication address issued by Municipal Corporation.
- 14) Arms License issued by the State/Central Govt. of India authority which contains photograph of applicant
- 15) Photo Id card with photograph (issued by J&K & Goa State Govt.)
- 16) Photo Social Security Card issued by the Central/ State govt. /Union territories.
- 17) Pension payment card issued by State/Central Govt. of India with photograph of the applicant
- 18) IRIS scanned household Card with photograph (issued by Andhra Pradesh govt.)
- 19) Credit card statement where customer is a primary holder. This needs to be supported by photocopy of credit card. Credit card should not be expired.
- 20) Photo ID card issued by any of the following organizations/Institutions provided it contains address:
  - i) Central Government or any of its Ministries.
  - ii) Statutory / Regulatory authorities
  - iii) State Govt. or any of its Ministries
  - iv) Public Sector Undertaking (established under GOI or State Govt)
  - v) State Govt. of J&K
  - vi) Bar council
  - vii) Senior Citizen card issued by State/Central Govt.
  - viii) Govt. of India to Persons of Indian Origin [PIO card]
  - ix) Defence Dept / Ministry of defence for Defence personnel & their dependants
  - x) Public Financial institutions
- 21) Pan intimation letter addressed to the customer intimating pan number.
- 22) Latest certificate from post office / Post office savings bank passbook - Applicable only for RURAL areas.
- 23) For rural branches letter of introduction with photograph, name and address of the customer duly certified by Block Development officer / Head of village Panchayat / Post master of post office concerned.
- 24) Defence Accounts (Indian Army, Navy & Air Force)
  - Transfer / Movement order issued by the defence ministry / unit of defence ministry mentioning the name and address of the applicant.
  - House Allotment letter issued by the defence ministry / unit of defence ministry mentioning the name and address of the applicant.
  - Certificate on the defence letter head issued by the defence ministry / unit of defence ministry mentioning the name and address of the applicant.

<sup>1</sup> Id card issued by the State Govt. of J&K is acceptable if they carry the connotation - 'Government of Jammu & Kashmir, Civil Secretariat, Srinagar/Jammu]

<sup>2</sup> Currently issued only by AP State Government IRIS scan – indicate that retina of the eye is scanned which establishes the identity of the name mentioned in the card.

<sup>3</sup> On the letterhead, which carries the society's Registration number. The letter should carry the applicant's name & full address as well as the signatories' full name, designation (Secretary, President) and address. (Maintenance charges receipt issued by the society NOT acceptable)

<sup>4</sup> Gas charges paid receipt not acceptable

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