

Acceptable list of documents for Resident Individuals

A. Following officially valid documents (OVDs) can be considered for Identity and address proof:

1. Valid Passport
2. Voter's Identity Card issued by the Election Commission of India
3. Valid Permanent Driving license
4. Aadhaar
5. Job card issued by NREGA duly signed by an officer of the State Government
6. Letter issued by the National Population Register containing details of name & address

B. In case the OVD furnished by the customer does not have updated address, the following documents shall be deemed to be OVDs for the limited purpose of proof of address:

- i. utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas / gas passbook, water bill);
- ii. property or Municipal tax receipt;
- iii. pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address;
- iv. letter of allotment of accommodation from employer issued by State Government or Central Government Departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies and leave and licence agreements with such employers allotting official accommodation;

Note: Customer shall submit OVD with current address within a period of three months of submitting the documents specified at 'B' above