

All Individuals are required to mandatorily submit either PAN or FORM 60

➤ **Officially Valid Documents (OVDs) in case of Individuals**

- Aadhaar Card
- Passport
- Driving license with photo
- Voter's Identity Card issued by Election Commission of India,
- Job card issued by NREGA duly signed by an officer of the State Government.
- Letter issued by the National Population Register containing details of Name and Address

➤ **Deemed Officially Valid Documents, In case OVD does not contains updated / current address. (At least one document):**

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

Where the customer submits the above-listed documents as proof of address the Company shall ensure to collect the OVD with current address within a period of three months of submitting