

Documents Required for PAN Card Application

FORM 93 – FOR INDIVIDUAL (CITIZEN OF INDIA)

SR NO	Nature of Documents	Proof of Identity	Proof of Address	DOB (Bearing the name, date, month and year of Birth)
A. Copy of :-				
1	AADHAAR Card issued by the Unique Identification Authority of India;	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 / 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

SR NO	Nature of Documents	Proof of Identity	Proof of Address	DOB (Bearing the name, date, month and year of Birth)
9	Central Government Health Scheme Card or Ex-servicemen Contributory Health Scheme photo card;	Yes	No	Yes
10	Indian Passport of the spouse;	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

SR NO	Nature of Documents	Proof of Identity	Proof of Address	DOB (Bearing the name, date, month and year of Birth)
19	Consumer gas connection card or book or piped gas bill (Not more than three months old)	No	Yes	No
20	Bank account statement (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 01.10.2023, copy of 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) is mandatory	No	No	Yes
24	Pension payment order	No	No	Yes
25	Marriage certificate issued by the Registrar of Marriages	No	No	Yes
26	Matriculation certificate or mark sheet of recognised board;	No	No	Yes
B. Or Original of :-				

SR NO	Nature of Documents	Proof of Identity	Proof of Address	DOB (Bearing the name, date, month and year of Birth)
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 (Annexure A)	Yes	No	No
2	Bank certificate on 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 number of the applicant (Annexure C)	Yes	No	No
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 (Annexure A)	No	Yes	No
4	Employer certificate (Annexure B)	No	Yes	No
5	Original 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

FORM 94 - FOR NON-INDIVIDUAL (INDIAN ENTITIES)

SR NO	Applicant	Documents as proof of identity, address and date of birth or date of incorporation
1	Hindu undivided family	<p>(a) Original affidavit by the karta 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</p> <p>(b) a copy of any document applicable in the case of an individual specified in serial number 1, in respect of karta of the Hindu undivided family, as proof of identity, address and date of birth.</p>
2	Company (registered in India)	<p>(a) Copy of Certificate of Registration issued in India by the Registrar of Companies; or</p> <p>(b) corporate identity number allotted by the Registrar under section 7 of the Companies Act, 2013 (18 of 2013).</p>
3	Limited Liability Partnership (formed or registered in India)	<p>(a) Copy of Certificate of Registration issued in India by the Registrar of Limited Liability Partnerships; or</p> <p>(b) LLP identification number allotted in India by the Registrar under the Limited Liability Partnership Act, 2008(6 of 2009).</p>
4	Firm (other than Limited Liability Partnership) formed or registered in India	Firm (other than Limited Liability Partnership) formed or registered in India
5	Trusts (formed or registered in India)	<p>(a) Copy of trust deed; or</p> <p>(b) Copy of Certificate of Registration Number issued by Charity Commissioner.</p>
6	Association of persons (other than trusts) or body of individuals formed or registered in India	<p>(a) Copy of agreement; or</p> <p>(b) copy of Certificate of Registration Number issued by Charity Commissioner or Registrar of Cooperative Society or any other competent authority; or</p> <p>(c) any document originating from any Central Government or State Government Department, establishing identity and address of such person.</p>

SR NO	Applicant	Documents as proof of identity, address and date of birth or date of incorporation
7	Local authority or artificial juridical person (formed or registered in India)	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	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.

FORM 95 - FOR INDIVIDUAL (CITIZEN OUTSIDE INDIA / FOREIGN CITIZEN)

Individuals not being a citizen of India	Form No. 95	Documents as proof of identity, address and date of birth or date of incorporation
		<p>(I) Proof of Identity:</p> <p>(a) Copy of passport; or</p> <p>(b) Copy of person of Indian Origin card issued by the Government of India; or</p> <p>(c) Copy of Overseas Citizenship of India Card issued by Government of India; or</p> <p>(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>
		<p>(II) Proof of date of birth:</p> <p>(a) Copy of passport; or</p> <p>(b) Copy of person of Indian Origin card issued by the Government of India;</p>

Individuals not being a citizen of India	Form No. 95	Documents as proof of identity, address and date of birth or date of incorporation
		<p>or</p> <p>(c) Copy of Overseas Citizenship of India Card issued by Government of India; or</p> <p>(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</p> <p>(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</p> <p>(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.</p>
		<p>(III) Proof of address:</p> <p>(a) copy of passport; or</p> <p>(b) Copy of person of Indian Origin card issued by the Government of India; or</p> <p>(c) Copy of Overseas Citizenship of India Card issued by Government of India; or</p> <p>(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; or</p> <p>(e) Copy of bank account statement in the country of residence; or</p> <p>(f) Copy of Non-resident External bank account statement in India; or</p> <p>(g) Copy of certificate of residence in India or Residential permit issued by the State Police Authority; or</p> <p>(h) Copy of the registration certificate issued by the Foreigner's Registration Office showing Indian address; or</p>

Individuals not being a citizen of India	Form No. 95	Documents as proof of identity, address and date of birth or date of incorporation
		(i) Copy of visa granted and copy of appointment letter or contract from Indian Company and Certificate (in original) of Indian Address issued by the employer.

FORM 96 - FOR NON-INDIVIDUAL (FOREIGN ENTITIES)

SR NO	Applicant	Documents as proof of identity, address and date of birth or date of incorporation
1	Limited Liability Partnership registered outside India	(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 (b) copy of registration certificate issued in India or of approval granted to set up office in India by Indian Authorities.
2	Company registered outside India	
3	Firm formed or registered outside India	
4	Association of persons (Trusts) formed outside	
5	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	