

Under Section 3 of THE AADHAAR (TARGETED DELIVERY OF FINANCIAL AND OTHER SUBSIDIES, BENEFITS AND SERVICES) ACT, 2016 (Aadhaar Act)

# **AADHAAR ENROLMENT / CORRECTION FORM**



Aadhaar Enrolment is free and voluntary. Correction within 96 hours of enrolment is also free. No charges are applicable for Form and Aadhaar Enrolment. In case of Correction provide your EID, Name and only that field which needs Correction.

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1	Pre-Enrolment ID :		2	NPR Receipt/TIN Numb	per:	
3	Full Name:					
4	Gender: Male ( ) Female ( ) Transgend	der()	5		ate of Birth:   DD   MM   YYYY   Declared	
6	Address: C/o()D/o()S/o()W/o()H/o() NAME					
	House No/ Bldg./Apt.		Str	Street/Road/Lane		
	Landmark		Area/locality/sector			
	Village/Town/City		Post Office			
	District	Sub-Distri	ct		State	
	E Mail	Mobile No	)		PIN CODE	
7	Details of: Father () Mother () Guardian () Husband () Wife ()  For children below 5 years Father/Mother/Guardian's details are mandatory. Adults can opt to not specify this information, if they cannot/do not want to disclose.					
	Name					
	EID/ Aadhaar No.:					
	ect only one of the above. Select Introducer or Head of Family only if you do not possess any documentary proof of entity and/or address. Introducer and Head of Family details are not required in case of Document based Verification.  For Document Based (Write Names of the documents produced. Refer overleaf of this form for list of valid documents)					
a.						
	C. DOB (Mandatory in case of Verified Date of Birth)		d. POR			
9	For Introducer Based – Introducer's Aadhaar No.					
I hereby confirm the identity and address ofas being true, correct and accurate.						
Intro	oducer/HoF's Name:			Signature o	of Introducer/HOF	
enfirm ovided be u y be nt to	ire under section 3(2) of THE AADHAAR (TA ES) ACT, 2016  In that I have been residing in India for at lead d by me to the UIDAI is my own and is true, used for generation of Aadhaar and authen provided to an agency only with my consen access my identity information (except core	st 182 days , correct an Itication. I u	in th d acc under then	e preceding 12 months curate. I am aware that estand that my identity cication or as per the pr	& information (including biometri my information including biometr information (except core biometr ovisions of the Aadhaar Act. I have	
	s Stamp and Signature: ust put his/her Name, if stamp is not available)			Ар	oplicant's signature/Thumbprint	

Date & time of Enrolment: -----

To be filled by the Enrolment Agency only:

## Instructions to follow while filling up the enrolment form

Field 2 NPR NUMBER	Resident may bring his/her National Population Register Survey slip (if available) and fill up the column.
Field 3 NAME	Write full name without salutations/titles. Please bring the original* Proof of Identity (POI) document. (See list A below). Variation in Resident's Name in contrast to PoI is permissible as long as the change is minor spelling only, without altering the Name in PoI document. For Example: If Resident's PoI reads "Preeti", then "Priti" can be recorded if Resident wants so.
Field 5 DOB / AGE	Fill in Date of Birth in DDMMYYYY format. If exact Date of Birth is not known, approximate age in Years may be filled in the space provided. Please bring the original Proof of Date of Birth (DoB), if available. (See list D below). Declared checkbox may be selected if Resident does not have a valid proof of Date of Birth document. Verified checkbox is selected where Resident has provided documents as proof of Date of birth.
Field 6 ADDRESS	Write complete address. Please bring the original Proof of Address (POA) document. (See list B below). Please note that the Aadhaar letter will be delivered at the given address only.  To include Parent / Guardian / Spouse name as part of the address, select the appropriate box and enter the name of the person.  Minor Corrections / Enhancements are permissible to make the address complete without altering the base address as mentioned in the POA document.
Field 7 RELATIONSHIP	<ul> <li>In case of children below 5 years, it is mandatory to provide father/mother/guardian details with their Aadhaar or EID number.</li> <li>If the resident is not holding a Proof of Identity &amp; using the Head of the Family identity for enrolment, it is mandatory to provide Head of the family's details with his/her Aadhaar or EID number. Please refer illustration below for filling EID. Please bring the original Proof of Relationship (POR) document. (See list C below).</li> <li>For other cases, it is optional for the resident to fill up the relationship details.</li> </ul>
Field 8 DOCUMENTS	Write the name of Documents for Pol and PoA. In case proof of Date of Birth is available, then write the name of Date of Birth document. If the resident is not holding a Proof of Identity & using the Head of Family based enrolment, then write the name of Proof of Relationship document. For Valid list of documents, please refer list of Documents below.
Field 9 INTRODUCER/HoF	Resident who does not have POI and POA may get enrolled through an Introducer/ Head of Family. PI contact nearest enrolment centre or your Registrar, for further details.

#### List A. POI documents

1	Daganart
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- 2. PAN Card
- 3. Ration/ PDS Photo Card
- 4. Voter ID
- 5. Driving License
- 6. Government Photo ID Cards/ service photo identity card issued by PSU
- 7. NREGS Job Card
- 8. Photo ID issued by Recognized Educational Institutio
- 9. Arms License
- 10. Photo Bank ATM Card
- 11. Photo Credit Card
- 12. Pensioner Photo Card
- 13. Freedom Fighter Photo Card
- 14. Kissan Photo Passbook
- 15. CGHS / ECHS Photo Card
- 16. Address Card having Name and Photo issued by Department of Posts
- Certificate of Identify having photo issued by Gazetted Officer or Tehsildar on letterhead
- Disability ID Card/handicapped medical certificate issued by the respective State/UT Governments/Administrations

#### **List B. POA documents**

- Passport
- 2. Bank Statement/ Passbook
- 3. Post Office Account Statement/Passbook
- 4. Ration Card
- Voter ID
- 6. Driving License
- Government Photo ID cards/ service photo identity card issued by PSU
- 8. Electricity Bill (not older than 3 months)
- 9. Water bill (not older than 3 months)
- 10. Telephone Landline Bill (not older than 3 months)
- 11. Property Tax Receipt (not older than one year)
- 12. Credit Card Statement (not older than 3 months)
- 13. Insurance Policy
- 14. Signed Letter having Photo from Bank on letterhead
- Signed Letter having Photo issued by registered Company on letterhead
- 16. Signed Letter having Photo issued by Recognized Educational Instruction on letterhead
- 17. NREGS Job Card
- 18. Arms License
- 19. Pensioner Card
- 20. Freedom Fighter Card

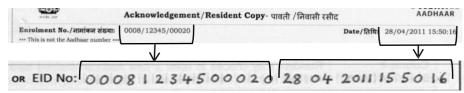
- 21. Kissan Passbook
- 2 CGHS / FCHS Card
- Certificate of Address having photo issued by MP or MLA or Gazetted Officer or Tehsildar on letterhead
- 24. Certificate of Address issued by Village Panchayat head or its equivalent authority (for rural areas)
- 25. Income Tax Assessment Order
- 26. Vehicle Registration Certificate
- 27. Registered Sale / Lease / Rent Agreement
- 28. Address Card having Photo issued by Department of Posts
- Caste and Domicile Certificate having Photo issued by State Govt.
- Disability ID Card/handicapped medical certificate issued by the respective State/UT Governments/Administrations
- 31. Gas Connection Bill (not older than 3 months)
- 32. Passport of Spouse
- 33. Passport of Parents(in case of Minor)
- 34. Allotment letter of accommodation issued by Central/State Govt. of not more than 3 years old
- 35. Marriage Certificate issued by the Government, containing address.

#### List C. POR documents List D. DOB documents

- 1. PDS Card
- 2. MNREGA Job Card
- CGHS/State Government/ECHS/ESIC
   Medical card
- 4. Pension Card
- 5. Army Canteen Card
- 6 Passport
- Birth Certificate issued by Registrar of Birth, Municipal Corporation and other notified local government bodies like Taluk, Tehsil etc.
- 8. Any other Central/State government issued family entitlement document
- Marriage Certificate Issued by the Government

- D. DOD documents
- 1. Birth Certificate
- 2. SSLC Book/Certificate
- 3. Passport
- Certificate of Date of Birth issued by Group A Gazetted Officer on Letterhead
- 5. PAN Card
- 6. Marksheet issued by any Govt. Board or University
- 7. Govt. Photo ID Card/Photo Identity card issued by PSU containing DoB.
- 8. Central/State Pension payment order.
- Central Govt. Health Service Scheme photo card of Ex-Servicemen

### Illustration for filling up EID No.



<sup>\*</sup>In instances where original documents are not available, copies attested / certified by a public notary / gazetted officer will be accepted.