



LIST OF DOCUMENTS ACCEPTABLE FOR IDENTITY & ADDRESS PROOF - INDIVIDUAL CUSTOMER				Accepted as
S.No	Document Type	Document Remarks	ID Proof	Address Proof
1	Aadhaar Card		✓	✓
2	Passport	• Mandatory for NR accounts, Expats and Diplomats. • Should not be Handwritten	✓	✓
3	Driving License		✓	✓
4	Election / Voters ID Card		✓	✓
5	Job card issued by NREGA duly signed by an officer of the State Government		✓	✓
6	The letter issued by the National Population Register containing details of name, address		✓	✓
7	a. Utility bill of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill) which is <u>not more than two months old</u> from the date of receipt of AOF/Request Letter b. Acceptance of close relative declaration with relationship proof and address proof of relative with positive verification confirmation or residence verification by SCB employee. c. Property or Municipal tax receipt. d. Bank account or Post Office savings bank account statement; e. Pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address;	Applicable for Offshore Client Only	✗	✓



8	Any Document issued by Government department of foreign jurisdiction Letter issued by Foreign Embassy or Mission in India certifying/mentioning customer's current residential address. FRRO or e-FRRO certificate issued by concerned FRRO office having jurisdiction over the place where the foreigner stays	Applicable for Foreign Nationals (EXPAT / Diplomat/ Tourist)	✗	✓
9	Any Identity Document issued by Government department/agency of foreign jurisdiction	<u>Applicable for NR customers</u> Mentioned below are a few Examples of such proofs: i) CPR (Smart Card) - Only for Bahrain Nationals ii) National ID Card - Issued by Govt of Singapore iii) Residence Permit Card	✗	✓
10	Work permit / VISA / Residence Permit issued by Govt of foreign country	Mandatory for NR/Expat/Diplomats: VISA / Work permit / residence permit - Not Expired or not due for expiry in the next 30 days. If VISA is due for expiry in the next 30 days, the same is to be accompanied with a contract or employment letter stating the extension of services.	NA	NA

Important Points to note

- Documents should be valid on current date
- Each copy should be self-attested
- Attach a document for each holder to the account, clearly indicating the name and account number
- If the Name, Residential address, Nationality, Date of birth declared in the form is different from the details already available in the bank records, supporting KYC document should also be duly attested by the bank staff