

## List of KYC Documents

### **Valid Documents for Individuals**

1. PAN Card or Form 60 (as applicable)
2. Aadhaar Card
3. ID Proof
  - a. Voter ID Card, or
  - b. Passport, or
  - c. Driving License, or
  - d. Any other Government Photo ID.
4. Address Proof
  - a. Electricity Bill (not older than 3 months), or
  - b. Telephone Bill (not older than 3 months), or
  - c. Ration Card.
5. Bidder/s – NRI/PIO/OCI
  - a. Passport
  - b. PIO Card/OCI Card
6. Power of Attorney (Authorised Representative)
7. Cancelled Cheque
8. Any other document such as Income Certificate, Annual Reports, etc. as and when called for by the Authorised Officer/Secured Creditor.

### **Valid Documents for Non-Individuals**

1. Entity Proof
2. Address Proof
3. Certificate of Incorporation
4. Certificate of Commencement of Business
5. Memorandum of Association
6. Articles of Association

7. Board Resolution
8. PAN Card
9. Corporate Identification Number
10. Authority Letter
11. Partnership Deed along with proof of registration
12. ID Proofs of the Authorised Representative:
  - A. PAN Card
  - B. Aadhaar Card
13. Cancelled Cheque
14. Any other document as and when called for by the Authorised Officer/Secured Creditor

**\*Please note that the Original KYC Documents to be produced for verification.**