



## LIST OF ACCEPTABLE DOCUMENTS FOR AADHAAR UPDATE

**List IV - Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for update of information in respect of Aadhaar Number Holder of any age**

Means allowed |  Means not allowed

Sl. No.	List of documents (see note below this tabular statement)	Proof of Identity (PoI) document, containing name and photograph	Proof of Address (PoA) document, containing name and address in India	Proof of Relationship (PoR) document, containing name of child and name of Head of Family (HoF)	Proof of Date of Birth (PDB) document, containing name and date of birth
1.	Valid Indian Passport	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> #
2.	Ration / PDS Photograph Card / e-Ration Card	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	Voter Identity Card /e-Voter Identity Card, whose details are displayed online on the website of the Election Commission of India or the Chief Electoral Officer concerned	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Driving licence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Service Photo Identity Card issued by Central Government/ State Government/ PSU/ regulatory body / statutory body	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> #
6.	Pensioner Photo Identity Card / Freedom Fighter Photo Identity Card / Pension Payment Order issued by Central Government/ State Government/ PSU / regulatory body / statutory body	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> #
7.	Kisan Photo Passbook	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	CGHS/ ECHS/ ESIC/ Medi-Claim Card issued by Central Government/ State Government/ PSU	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Certificate as per the UIDAI prescribed format, jointly signed and stamped by the Head of Shelter Home registered under RPWD Act, 2016 and the District Social Welfare Officer (DSWO)/Authorized Officer of equivalent rank for disability related matters in the district	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	MGNREGA/NREGS Job Card and Domicile Certificate issued by State Government	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11.	Marriage Certificate with or without photograph issued by Central Government/ State Government (supporting PoI document of old name and photograph is required if the Marriage Certificate is without photograph)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12.	Divorce Decree issued by family court	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Scheduled Tribe (ST)/ Scheduled Caste (SC)/ Other Backward Caste (OBC) Certificate issued by Central Government/ State Government	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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14.	Marksheet/Certificate issued by recognised Board of Education or university or deemed university or higher educational institution established by a Central or State Act	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> #
15.	Passbook issued by a scheduled commercial bank or a State cooperative bank having Name and Photograph (cross stamped with Bank seal) and signed by bank official/ Post Office Savings Account Passbook (with stamp and signature of issuing official of post office)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16.	Bank Account Statement/ Credit Card Statement (with Bank stamp & signature of issuing bank official)/ Post Office Savings Account Statement (with stamp and signature of issuing official of post office) (not older than 3 months)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
17.	Third gender / Transgender Identity Card / Certificate issued under the Transgender Persons (Protection of Rights) Act, 2019 and rules made thereunder ( <i>also acceptable for gender and full name change</i> )	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> #
18.	For change in first name or change in full name: Gazette notification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
19.	Certificate issued on UIDAI Standard Certificate format by:				
	i. MP / MLA / MLC / Municipal Councillor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	ii. Gazetted Officer Group 'A' / Employees Provident Fund Organisation (EPFO) Officer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	iii. Tehsildar/ Gazetted Officer Group 'B'	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	iv. Gazetted Officer at National AIDS Control Organisation (NACO)/State Health Department / Project Director of the State AIDS Control Society or his nominee (in pursuance of Hon'ble Supreme Court Judgment in Criminal Appeal No(s). 135/2010 dated 19.5.2022)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	v. Certificate issued on UIDAI Standard Certificate format by District Child Protection Officer (DCPO) along with order of placement of child in Child Care Institution (CCI) in Form 18 of the Juvenile Justice Model Rules, 2016 (as amended in 2022)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



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	vi. Recognised educational institution (signed by the Head of Institute, only for the institute students concerned)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	vii. Village Panchayat Head/ President or Mukhiya/ Gaon Bura/ equivalent authority (for rural areas)/ Village Panchayat Secretary/ Village Revenue Officer or equivalent (for rural areas)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20.	Electricity bill (pre-paid/post-paid bill, not older than 3 months)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
21.	Water bill (not older than 3 months)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
22.	Telephone landline bill/ post-paid mobile bill/ broadband bill (not older than 3 months)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
23.	Property Tax Receipt (not older than 1 year)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
24.	Valid sale agreement/ gift deed registered with the Registrar Office, or registered or unregistered rent, lease agreement or leave and licence agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
25.	Gas bill (not older than 3 months)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
26.	Allotment letter of accommodation issued by Central Government/ State Government/ PSU / regulatory body / statutory body (not older than 1 year)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
27.	Life or medical insurance Policy (valid up to 1 year from the date of issue of the Policy)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
28.	Birth certificate issued under the Registration of Births and Deaths Act, 1969 and the rules made thereunder	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> #
29.	Prisoner Induction Document (PID) issued by Prison Officer with signature and seal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
30.	Self-declaration from an immediate family member certifying the relationship with the individual residing at the same address. (Valid only for borrowing the address of an immediate family member for address update)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
31.	Document to prove legal guardianship issued by the Central government or a State Government authority or a court of law under the relevant Acts (the Guardians and Wards Act, 1890 / the National Trust Act, 1999 / the Rights of Persons with Disabilities Act, 2016) and the rules made under these Acts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



## LIST OF ACCEPTABLE DOCUMENTS FOR AADHAAR UPDATE

Documents applicable for Overseas Citizens of India (OCI) cardholders, Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals					
Sl. No.	List of documents (see note below this tabular statement)	Proof of Identity (PoI) document, containing name and photograph	Proof of Address (PoA) document, containing name and address in India	Proof of Relationship (PoR) document, containing name of individual and name of Head of Family (HoF)	Proof of Date of Birth (PDB) document, containing name and date of birth
32.	For OCI cardholders - Valid foreign passport (along with OCI card)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
33.	For nationals of Nepal and Bhutan - (a) Passport of Nepal/Bhutan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	(b) Any two of the following documents having the same address may be submitted: (i) Valid Nepalese/ Bhutanese Citizenship Certificate (acceptable as proof of date of birth also) (ii) Valid Voter Identity Card issued by the Election Commission of Nepal/ Bhutan (not acceptable as proof of date of birth) (iii) Limited validity Photo Identity Certificate issued by Nepalese Mission/ Royal Bhutanese Mission in India (not acceptable as proof of date of birth)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
34.	For Long Term Visa holders - Valid Long Term Visa (LTV), issued to minority communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
35.	For other foreign nationals - Valid foreign passport (along with valid visa)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
36.	Valid Registration Certificate or Residential permit issued by Foreigners Regional Registration Office (FRRRO) /Foreigners Registration Office (FRO) to the foreign national (except for OCI cardholders, LTV holders and Nepal/ Bhutan nationals)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



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\* Proof of Address documents as in the above list will also be applicable for Overseas Citizens of India (OCI) cardholders, or Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals seeking update.

**Note:**

- (a) Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely: –
- It is currently valid
  - The person in respect of whom such document is issued is entitled for the same;
  - The information contained in the document is verifiable from the source; and
  - The authority issuing the document has not made any declaration that such document is not a proof of identity, address, date of birth or relationship for which such a document is presented
- (b) Criteria for acceptability of the documents submitted to evidence identity, address, date of birth and relationship:
- A document is accepted as Proof of Identity (PoI) document only if it contains at least the name and photograph of the individual
  - A document is accepted as Proof of Relationship (PoR) document only if it contains at least the name of individual and name of Head of Family (HoF)
  - PoI, PoA, PoR and PDB documents submitted for update must be issued in the name of the individual seeking update
  - Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information will be considered for inclusion in the name
  - Name and date of birth of the individual across all the documents submitted as PoI, PoR and PDB must be uniform
- (c) Criteria for Head of Family and Proof of Relationship based update:
- HoF must have a valid Aadhaar before performing HoF based update
  - Any one of the parents or the legal guardian can be HoF
  - Aadhaar number of both the parents is required for HoF based update. In case the child is living with only one parent or living with a legal guardian, the Aadhaar number of only such parent or legal guardian may be given.
  - Biometric authentication by one of the parents or the legal guardian is mandatory
  - The address mentioned in the Aadhaar of HoF will be used for the address in the Aadhaar of the individual
- (d) #Request for update of date of birth in Aadhaar shall be accepted, in the following manner:
- If date of birth is recorded as declared or approximate:
    - For resident Indians below 18 years of age: - Aadhaar number holder shall mandatorily submit birth certificate as proof of date of birth
    - For Non-Resident Indian (NRI) below 18 years of age: - Aadhaar number holder shall submit birth certificate or Indian Passport as proof of date of birth
    - For resident Indians and Non-Resident Indian (NRI) of 18 years and above of age: - Aadhaar number holder shall submit any of the acceptable proof of date of birth documents as specified in the above list
  - If the Aadhaar number holder had earlier submitted birth certificate as proof of date of birth, the Aadhaar number holder shall submit corrected birth certificate bearing same Birth Registration Number (BRN)
  - If the Aadhaar number holder had earlier submitted any proof of date of birth document except birth certificate (for e.g. Marksheet, Passport etc.), the Aadhaar number holder shall submit corrected version of the same document or submit a birth certificate
  - In case of date of birth update of woman who has changed her name post-marriage, proof of date of birth documents issued pre-marriage will be accepted along with evidence of name change (Aadhaar with old name or marriage certificate with both names)
- (e) Request for update of name, gender and date of birth in Aadhaar beyond the limits prescribed in Regulation 19 (3), update of such information shall be done only in accordance with the process as specified below:
- Name – [Scan - 1]
  - Gender – [Scan - 1]
  - Date of birth – [Scan - 2]
- (f) In case of child (0-5 years) having name as "Baby of ..." in Aadhaar, the first update request for full name change shall be allowed by submission of Birth certificate issued under the Registration of Births and Deaths Act, 1969 and the rules made thereunder
- (g) Head of Family (HoF) based minor updates in name (viz. addition/ deletion/ change in surname, change in spelling owing to phonetics, expansion/ abbreviation provided the primary name remains unchanged) of a minor (below 18 years of age) shall be permitted based on Birth Certificate bearing the revised name
- (h) Head of Family (HoF) based address update of Aadhaar may be used in case individual does not have PoA documents

SCAN - 1

For Name and Gender SoP SCAN



SCAN - 2

For DoB Update SoP SCAN

