



## Instructions / checklist for filling form

### A. IMPORTANT GUIDELINES

1. All fields marked by \* are mandatory. In case mandatory details are not filled, KYC upgrade application will be rejected
2. Phone number and Email ID mentioned on the form must match with linked details in Paytm wallet
3. Copies of all documents submitted by applicant should be self-attested.
4. Applicant has to show the original documents for verification purpose to the visiting representative
5. Name and address of application should match with documentary proofs submitted
6. Passport size photo should be self attested

### B. PROOF OF IDENTITY (POI): List of documents admissible as identity proof

1. Aadhar card
2. Passport
3. Driving License
4. Voter ID
5. PAN card with photograph
6. NREGA Job card with photo
7. Identity card/document with applicant photo issued by Central/State government and its departments and Public sector undertakings

### C. PROOF ADDRESS (POA): List of documents admissible as address proof

1. Aadhar card
2. Passport
3. Driving License
4. Voter ID
5. Utility bills (electricity, telephone, postpaid mobile phone, piped gas, water bill) not more than 2 months old
6. NREGA Job Card
7. Property or municipal tax receipt
8. Bank account/Post office saving account statement (not more than 2 months old)
9. Pension or family pension payment order (PPOs) containing address
10. Letter of allotment of accommodation issued by government departments, statutory or regulatory bodies, PSUs, and scheduled commercial banks