Only 'Individuals' to affix recent photograph (3.5 cm × 2.5 cm)	Request For New PAN	Card Or/ And Cha	anges Or Corre	ction in PAN Data	Only 'Individuals' to affix recent photograph (3.5 cm × 2.5 cm)
Signature/ Left thumb impression across this photo	Perm	nanent Account Numbe	r (PAN)		
	Please read Instructions 'h' & '		-		Signature/Left Thumb Impression
1 Full Name (Full expand	ded name to be mentioned as ap	ppearing in proof of ide	ntity/address docum	ents: initials are not perm	itted)
Please select title,	as applicable Shri	Smt	Kumari	M/s	
Last Name / Surname					
First Name Middle Name		 			
a.ie raine					
Name you would like	e it printed on the PAN card				
2 Father's Name (Only 'I	Individual' applicants: Even mar	rried women should fill i	n father's name only)	
Last Name / Surname					
First Name					
Middle Name					
3 Date of Birth/Incorpora	ation/Agreement/Partnership/	Trust Deed/ Formation	of Body of individu	als or Association of Pers	ons
Day Month	n Year				
4 Gender (for 'Individual'	applicant only)	Male	Female	(Ple	ease tick as applicable)
5 Photo Mismatch					
5 Photo Mismatch					
6 Signature Mismatch					
6 Signature Mismatch 7 Address for Communi	ication	Residence		Office (Ple	ease tick as applicable)
		Residence		Office (Ple	ease tick as applicable)
7 Address for Communi	only in case of office address)	Residence		Office (Ple	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build	only in case of office address) k No. ding/ Village	Residence		Office (Ple	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post	only in case of office address) k No. ding/ Village C Office	Residence		Office (Ple	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/	only in case of office address) k No. ding/ Village C Office	Residence		Office (Ple	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post	only in case of office address) k No. ding/ Village C Office	Residence Residence	de Countr	Office (Ple	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District	only in case of office address) k No. ding/ Village C Office		de Countr		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory	only in case of office address) k No. ding/ Village C Office	Pincode / Zip co			ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat	only in case of office address) k No. ding/ Village c Office / Sub- Division	Pincode / Zip co			ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory	only in case of office address) k No. ding/ Village c Office / Sub- Division te your other address also, gi	Pincode / Zip co			ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number &	only in case of office address) k No. ding/ Village c Office / Sub- Division te your other address also, gi	Pincode / Zip co	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number &	only in case of office address) k No. ding/ Village c Office / Sub- Division te your other address also, gi	Pincode / Zip co	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country	only in case of office address) k No. ding/ Village c Office / Sub- Division te your other address also, gi	Pincode / Zip co	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if	only in case of office address) k No. ding/ Village c Office / Sub- Division te your other address also, gi	Pincode / Zip co	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if	only in case of office address) k No. ding/ Village C Office / Sub- Division te your other address also, give the your other address also	Pincode / Zip co	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if	only in case of office address) k No. ding/ Village C Office / Sub- Division te your other address also, give the your other address also	Pincode / Zip co	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Countric Email ID 10 AADHAAR number (if 11 Mention other Permata PAN 1 PAN 2	only in case of office address) k No. ding/ Village C Office / Sub- Division te your other address also, give the your other address also	Pincode / Zip co ive required details Ir Telephone /	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if 11 Mention other Perma	only in case of office address) k No. ding/ Village C Office / Sub- Division te your other address also, give the your other address also	Pincode / Zip co ive required details Ir Telephone /	additional sheet.		ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if 11 Mention other Permatory PAN 1 PAN 2 12 Verification I/We	only in case of office address) k No. ding/ Village c Office / Sub- Division te your other address also, gi k Email ID details y code	Pincode / Zip co ive required details Ir Telephone /	a additional sheet. Mobile number tted to you , the applicant,	in the capacity of	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if 11 Mention other Permatory PAN 1 PAN 2 12 Verification I/We do hereby declare that	te your other address also, give the fallotted) anent Account Numbers (PAP) the what is stated above is true to	Pincode / Zip co ive required details Ir Telephone / Ns) inadvertently allo PAN 3 PAN 4 O the best of my/our info	Mobile number tted to you tted to applicant, formation and belief	in the capacity of	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if 11 Mention other Permatory PAN 1 PAN 2 12 Verification I/We	only in case of office address) k No. ding/ Village c Office / Sub- Division te your other address also, gi k Email ID details y code	Pincode / Zip co ive required details Ir Telephone / Ns) inadvertently allo PAN 3 PAN 4 O the best of my/our info	Mobile number tted to you tted to applicant, formation and belief	in the capacity of	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Build Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if 11 Mention other Permatory PAN 1 PAN 2 12 Verification I/We do hereby declare that	te your other address also, give the fallotted) anent Account Numbers (PAP) the what is stated above is true to	Pincode / Zip co ive required details Ir Telephone / Ns) inadvertently allo PAN 3 PAN 4 O the best of my/our info	Mobile number tted to you tted to applicant, formation and belief	in the capacity of	ease tick as applicable)
7 Address for Communi Name of office (to be filled of Flat/Room/ Door / Block Name of Premises/ Built Road/Street/ Lane/Post Area / Locality / Taluka/ Town / City / District State / Union Territory 8 If you desire to updat 9 Telephone Number & Country Email ID 10 AADHAAR number (if 11 Mention other Perman PAN 1 PAN 2 12 Verification I/We do hereby declare that I/We have enclosed Place	te your other address also, give the fallotted) anent Account Numbers (PAP) the what is stated above is true to	Pincode / Zip co ive required details Ir Telephone / Ns) inadvertently allo PAN 3 PAN 4 O the best of my/our info	Mobile number tted to you tted to applicant, formation and belief	in the capacity of	humb Impression of Applicant nside the box)

INSTRUCTIONS FOR FILLING REQUEST FOR NEW PAN CARD OR/AND CHANGES OR CORRECTION IN PAN DATA

- (a) Form to be filled legibly in BLOCK LETTERS and preferably in BLACK INK. Form should be filled in English only
- (b) Mention 10 digit PAN correctly.
- (c) Each box, wherever provided, should contain only one character (alphabet /number / punctuation sign) leaving a blank box after each word.
- (d) 'Individual' applicants should affix two recent colour photographs with white background (size 3.5 cm x 2.5 cm) in the space provided on the form. The photographs should not be stapled or clipped to the form. The clarity of image on PAN card will depend on the quality and clarity of photograph affixed on the form.
- (e) Signature / Left hand thumb impression should be provided <u>across the photo</u> affixed on the left side of the form in such a manner that portion of signature/impression is on photo as well as on form.
- (f) Signature /Left hand thumb impression should be <u>within the box</u> provided on the right side of the form. The signature should not be on the photograph affixed on right side of the form. If there is any mark on this photograph such that it hinders the clear visibility of the face of the applicant, the application will not be accepted.
- (g) Thumb impression, if used, should be attested by a Magistrate or a Notary Public or a Gazetted Officer under official seal and stamp.
- (h) For issue of new PAN card without any changes- In case you have a PAN but no PAN card and wish to get a PAN card, fill all column of the form but do not tick any of the boxes on the left margin. In case of loss of PAN card, a copy of FIR may be submitted along with the form.
- (i) For changes or correction in PAN data, fill all column of the form and tick box on the left margin of appropriate row where change/correction is required.
- (j) Having or using more than one PAN is illegal. If you possess more than one PAN, kindly fill the details in Item No. 11 of this form and surrender the same

ase select appropria not use abbreviatio example RAVIKAN' st Name/Surname st Name iddle Name example SURESH S st Name/Surname st Name iddle Name example POONAM st Name/Surname st Name st Name	R R S S S	A S A U	e Firition of the First House R R R	Writ	K K A S	as : A itter	N as:	Т	e/Su	irnai	me.														
not use abbreviatio example RAVIKAN' st Name/Surname sst Name iddle Name example SURESH S st Name/Surname sst Name iddle Name example POONAM st Name/Surname st Name/Surname	R R S S S N N	A S A U	e Firition of the First House R R R	Writ	K K A S	as : A itter	N as:	Т	e/Su	rna	me.														
st Name/Surname st Name iddle Name example SURESH S st Name/Surname st Name iddle Name example POONAM st Name/Surname st Name	R R S S S N N	A S A U	hou R	I Id be	K K A A S S	A itter	n as :																		
example SURESH S st Name/Surname st Name iddle Name example POONAM st Name/Surname st Name/Surname	S S S I RAY	DA s A U VI N A	hou R R	ld bo	e wr A S	itter	n as :																		
example SURESH S st Name/Surname st Name example POONAM st Name/Surname st Name	S S I RAV	A U VI N	R R	D E	A S N sh	Н																			
example SURESH S st Name/Surname st Name iddle Name example POONAM st Name/Surname st Name	S S I RAV	A U VI N	R R	D E	A S N sh	Н																			_
st Name/Surname st Name iddle Name example POONAM st Name/Surname st Name	S S I RAV	A U VI N	R R	D E	A S N sh	Н																- 1			_
st Name/Surname st Name iddle Name example POONAM st Name/Surname st Name	S S I RAV	A U VI N	R R	D E	A S N sh	Н																			
example POONAM st Name/Surname st Name	I RAV	VI N	IAR/	YAI	N sh																				
example POONAM st Name/Surname st Name	N	Α		YAI	N sh	ould							-							_					
st Name/Surname	N	Α		1	1	ould																			
st Name/Surname	N	Α		1	1	ould		٠.																	
st Name	-		R	A			be v	writ	ten	as:					- 1										_
	P	_			Υ	Α	N																		—
iddle Name		U	0	Ν	Α	M																			<u> </u>
	R	Α	٧	1																					Ì
example SATYAM V	VEN	КАТ	М.	K. R	RAO	sho	ıld b	e w	ritte	n as	:	1	ı.	1		ı.	1		ı						
st Name/Surname	R																								
st Name	S	Α	Т	Υ	Α	М																			
iddle Name	V	F	N	К	А	Т		М		К															
																									_
<u> </u>	IDAS	SW/	MY	(M/	_	1	SON	1AS	г т		/I K/	\ND/	٩SW	'AM'	Y) s	noul	d be	wr	itten	as	: ,				
<u> </u>	K	Α	N	D	Α	S	W	Α	М	Υ															
st Name	М	Α	D	U	R	Α	Ι																		
iddle Name	S	0	М	Α	S	U	N	D	R	Α	М														
	example M. S. KAN st Name/Surname st Name ddle Name	ddle Name V example M. S. KANDA: st Name/Surname Kst Name Mddle Name S licants other than 'Indi	ddle Name V E example M. S. KANDASW/ st Name/Surname K A st Name M A ddle Name S O	ddle Name V E N example M. S. KANDASWAMY st Name/Surname K A N st Name M A D ddle Name S O M licants other than 'Individuals'	ddle Name V E N K example M. S. KANDASWAMY(M/ st Name/Surname K A N D st Name M A D U ddle Name S O M A licants other than 'Individuals' ma'	ddle Name V E N K A example M. S. KANDASWAMY(MADU st Name/Surname K A N D A st Name M A D U R ddle Name S O M A S licants other than 'Individuals' may igr -Individuals should write their full nam	ddle Name V E N K A T example M. S. KANDASWAMY(MADURAI: st Name/Surname K A N D A S st Name M A D U R A ddle Name S O M A S U licants other than 'Individuals' may ignore -Individuals should write their full name st	ddle Name V E N K A T example M. S. KANDASWAMY(MADURAI SON St Name K A N D A S W St Name M A D U R A I I ddle Name S O M A S U N licants other than 'Individuals' may ignore about-Individuals should write their full name starting.	ddle Name V E N K A T M example M. S. KANDASWAMY(MADURAI SOMAS at Name/Surname K A N D A S W A S T M	ddle Name V E N K A T M	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAN st Name/Surname K A N D A S W A M Y St Name M A D U R A I ddle Name S O M A S U N D R A llicants other than 'Individuals' may ignore above instruction-Individuals should write their full name starting from the	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KA st Name/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDAST NAME/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first block.	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASW st Name/Surname K A N D A S W A M Y St Name M A D U R A I ST NAME ST	ddle Name V E N K A T M K Example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAM) St Name/Surname K A N D A S W A M Y St Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions.	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAMY) s st Name/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first block of Last Na	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAMY) should be to Name/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first block of Last Name/	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAMY) should be st Name/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first block of Last Name/Surn	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAMY) should be write Name/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first block of Last Name/Surname	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAMY) should be written by the Name/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first block of Last Name/Surname. If the Name is t	ddle Name V E N K A T M K example M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAMY) should be written as at Name/Surname K A N D A S W A M Y st Name M A D U R A I ddle Name S O M A S U N D R A M licants other than 'Individuals' may ignore above instructions. -Individuals should write their full name starting from the first block of Last Name/Surname. If the	ddle Name	ddle Name	ddle Name	ddle Name

		For example XYZ DATA CORPORATION (INDIA) PRIVATE LIMITED should be written as:																												
		Last N	ame/Su	rname	Х	Υ	Z		D	Α	Т	Α		С	0	R	Р	О	R	Α	Т	ı	0	N		(ı	N	D	
		First N	lame		ı	Α)		Р	R	ı	٧	Α	Т	Е		L	ı	М	1	Т	E	D							
		Middl	e Name																											
		For 21/2	mala N	IANIOI N	405	. TI /	A I D	. ^ \ / [- /	IE\ 4	hau	املہ		.:++.			·			1			1	1					1	
		_	imple iv ame/Su	IANOJ IV rname	Г					JF) S										_			_		,	l		_	,	
		First N			М	Α	N	0	J		М	Α	F	Α	Т	L	Α	L		D	Α	٧	Е		(Н	U	F)	
			e Name																											
		Wildui	e ivallie																											
		In case of Company, the name should be provided without any abbreviations. For example, different variations of 'Private Limited' viz. Pvt Ltd, Private Ltd, Pvt Ltd, P. Ltd, P. Ltd are not allowed. It should be 'Private Limited' only.																												
		In case of sole proprietorship concern, the proprietor should apply for PAN in his/her own name.																												
		Name should not be prefixed with any title such as Shri, Smt, Kumari, Dr., Major, M/s etc. Individual applicants should provide full/abbreviated name to be printed on the PAN card. Name, if abbreviated name to be printed on the PAN card.																												
	Abbreviation of the full name to be printed on			icants sh ntain the		•			-			ed r	nam	e to	be I	print	ed (on th	ie P.	AN (ard.	Na	me,	it al	obre	eviat	ed,	shou	ıld	
	the PAN card	_	M VENE	(AT M. K					writ	ten i	in th	e N	ame	fiel	d as	:	1										1]
		First N		- Indinic	R	Α	0																							
					S	Α	Т	Υ	Α	M																				
		Middl	e Name		٧	Ε	N	K	Α	Т		N	l	K																
		Can be written as in 'Name to be printed on the PAN Card' column as SATYAM VENKAT M. K. RAO or																												
											T M.	K.		or																
	S. V. M. K. RAO or SATYAM V. M. K. RAO																													
		For non-individual applicants, this should be same as last name field in item no. 1 above.																												
2	Father's Name	Applica	Applicable to Individuals only. Instructions in Item No.1 with respect to name apply here. Married woman applicant should give																											
		father's name and not husband's name.																												
3	Date of Birth/Incorporati	Date ca	nnot be	e a futur	e da	te. I	Date	e: 2r	nd Ai	ugus	st 19	75 :	shou	ıld b	e w	ritte	n as	: :												
	on/ Agreement	D	D	М	М		Υ		Υ	'	1	Υ	,																	
	/Partnership or Trust	0	2	0	8		1		9	-	7	5	i																	
	Deed/Formation	Releva	nt date	for diffe	rent	cat	egoi	ries	of a	pplic	cant	s is:																		
	of Body of	Individ	ual: Act	ual Date	of E	Birth	ı; Co	mp	any:	Dat	e of	Inco	orpo	rati	on;	Asso	ciat	ion (of Pe	erso	ns: [Date	of	forn	natio	on/c	reat	ion;	Trus	sts:
	Individuals/			on of Tru			•											-								_			; HU	IFs:
	Association of Persons	Date of	creatic	on or HUI	r an	a 10	ir an	ices	trair	101	uate	e ca	n be	01-	01-0	J001	LWI	iere	ne	uate	OF C	rea	tion	IS II	iot a	ivaii	abie	•		
4	Gender			ındatory																										
5 & 6	Photo/signature Mismatch	Individ	uals issu	ied a PA	N ca	ırd v	with	inco	orre	ct/u	ncle	ar p	hoto	ogra	ph/s	signa	atur	e sh	ould	l tick	the	bo	x on	the	left	ma	rgin	•		
7	Address for	Indicat	e eithe	r Resider	nce	or C	Offic	e ad	dres	ss fo	r co	mm	uni	atio	on a	s the	e ca	se m	ay l	e.										
	Communication— Residence and	(1) For	Individu	uals, HUF	F, A(OP, I	воі	or A	JP, e	eithe	er of	res	iden	tial	or o	ffice	ado	dress	is i	man	dato	ry.								
	office	(2) In c	ase of F	irm, LLP,	, Coi	mpa	ny,	Loca	al Au	itho	rity	and	Tru	st, N	lam	e of	offic	e ar	id co	omp	lete	ado	res	s of	offic	ce is	ma	ndat	ory.	
			_	ies of ap PINCODE	•		-			ary	to m	ent	ion	com	plet	e ad	ldre	ss ar	nd tl	ne d	etail	s of	Tov	vn/0	City/	'Dist	rict,	Sta	te/U	nion
		In case	, a forei	gn addre	ess i	s pro	ovid	ed t	then	it is	mai	nda	tory	to p	rovi	ide (Cour	ntry	Nan	ne al	ong	wit	h ZII	P Co	de d	of th	e co	unt	ry.	
8	Update other address			shes to u provided																			narg	in s	hou	ld b	e tic	ked	and	details
9	Telephone Number and E- mail ID	(1) Tele	•	number	sho	uld i	inclu	ude	cour	ntry	cod	e (19	SD co	ode)	and	J STI	О со	de o	r M	obile	e No	. sh	ould	l inc	lude	e Co	untr	у со	de (SD
		For exa	•	number	235	557	05 c	of De	elhi s	shou	ıld b	e w	ritte	n as	;															
		Coun	try code	e S	STD	Cod	e		Т	eler	ohor	ie N	luml	er /	/ Mc	bile	nur	nber												
		Country code STD Code Telephone Number / Mobile number 9 1 1 1 1 2 3 5 5 7 0 5																												

		Where '91' is the country code of India and 11 is the STD Code of Delhi.
		(ii) Mobile number 9102511111 of India should be written as
		Courte and CTD Code Talashara Namba / Mahila and a
		Country code STD Code Telephone Number / Mobile number
		Where '91' is the country code of India.
		(2)
		(2) It is mandatory for the applicants to mention either their "Telephone number" or valid "e-mail id" so that they can be
		contacted in case of any discrepancy in the application and/or for receiving PAN through e-mail.
		(3) Application status updates are sent using the SMS facility on the mobile numbers mentioned in the application form.
10	AADHAAR	
	number(in case	AADHAAR number, if allotted, has to be quoted (supported by copy of AADHAAR letter/card)
	of citizen of	
	India)	
11	Mention other	All PANs inadvertently allotted other than the one filled at the top of the form(the one currently used) should be mentioned
	Permanent	and the copy of corresponding PAN card(s) to be submitted for cancellation with the form.
	Account	
	Number(PANs)	
	inadvertently	
	allotted to you	
12	Signature /	Application must be signed by (i) the applicant; or (ii) Karta in case of HUF; or (iii) Director of a Company; or (iv) Authorised
	Thumb	Signaturee in case of AOP, Body of Individuals, Local Authority and Artificial Juridical Person; or (v) Partner in case of Firm/LLP;
	impression	or (vi) Trustee; or (vii) Representative Assessee in case of Minor/deceased/idiot/lunatic/mentally retarded.
		Applications not signed in the given manner and in the space provided are liable to be rejected.

GENERAL INFORMATION FOR APPLICANTS

- (a) Applicants may obtain the 'Request for New PAN Card or/and Changes or Correction in PAN Data' Form in the format prescribed by Income Tax Department from any IT PAN Service Centres (managed by UTIITSL) or TIN-Facilitation Centres(TIN-FCs)/PAN Centres (managed by NSDL), or any other stationery vendor providing such forms or download from the Income Tax Department website(www.incometaxindia.gov.in)/UTIITSL website(www.utiitsl.com)/NSDL website (www.tin-nsdl.com).
- (b) The fee for processing PAN application is ₹ 85/- (plus service tax, as applicable). In case, the PAN card is to be dispatched outside India then additional dispatch charge of ₹ 866 will have to be paid by applicant.
- (c) It is mandatory to attach proof of identity and address with PAN application. Changes or corrections desired in PAN particulars should be supported by any one or combination of the relevant documents mentioned below:

Sr.	ividuals and HUF(Citizen of India) Proof of Identity (Copy of)	Proof of address (copy of)	Proof of Issuance of PAN(copy of)
No	1 Tool of Identity (copy of)	1 1001 of address (copy of)	1 Tool of issuance of TAN(copy of)
1	School Leaving Certificate	Electricity Bill^	PAN Card
2	Matriculation Certificate	Telephone Bill^	PAN Allotment Letter
3	Degree of recognised educational institution	Employer Certificate^	No other document is acceptable as proof of
4	Depository Account Statement	Depository Account Statement^	issuance of PAN. If proof is not provided then
5	Bank Account Statement / Passbook	Bank Account Statement / Passbook^	application shall be accepted on a 'good effort
6	Credit Card	Credit Card Statement^	basis'
7	Water Bill	Rent Receipt^	
8	Ration Card	Ration Card	
9	Property Tax Assessment Order	Property Tax Assessment Order	
10	Passport	Passport	
11	Voter Identity Card	Voter Identity Card	
12	Driving License	Driving License	
13	Certificate of identity signed by Member of	Certificate of address signed by Member of	
	Parliament or Member of Legislative Assembly or	Parliament or Member of Legislative Assembly or	
	Municipal Councillor or a Gazetted Officer.	Municipal Councillor or a Gazetted Officer.	
Note:		Note:	

In case of Minor, any of the above mentioned Proof of Address is required for residence documents as proof of identity and address of any of address mentioned in item no. 7 parents/guardians of such minor shall be deemed to In case of an Indian citizen residing outside be the proof of identity and address for the minor India, copy of Bank Account Statement in applicant. country of residence or copy of Non-resident For HUF, an affidavit made by the Karta of Hindu External (NRE) bank account statements. Undivided Family stating name, father"s name and address of all the coparceners on the date of application and copy of any of the above documents in the name of Karta of HUF is required. Other than Individuals and HUF(Indian companies/Entities incorporated in India/Unincorporated entities formed in India) Copy of Certificate of Registration issued by the Registrar of Companies Company Partnership Firm Copy of Certificate of Registration issued by the Registrar of Firms or Copy of partnership deed. 3 Limited Liability Partnership Copy of Certificate of Registration issued by the Registrar of LLPs 4 Trust Copy of trust deed or copy of certificate of registration number issued by Charity Commissioner. Association of Person, Body of Individuals, Local Copy of Agreement or copy of certificate of registration number issued by charity commissioner or registrar of cooperative society or any other competent authority or any other document originating from Authority, or Artificial Juridical Person any Central or State Government Department establishing identity and address of such person. For Individuals and HUF (Not being a Citizen of India) Proof of Identity (Copy of) Proof of address (copy of) 1. Copy of passport, or 1. Copy of Passport, or 2. Copy of Person of Indian Origin (PIO) card issued by Government of India, or Copy of Person of Indian Origin (PIO) card issued by Government of India, or 2. Copy of Overseas Citizen of India (OCI) card issued by Government of India, 3. Copy of Overseas Citizen of India (OCI) card issued by Government of India, or 4. Copy of other national or citizenship Identification Number or Taxpayer Copy of other national or citizenship Identification Number or Taxpayer Identification Number duly attested by "Apostille" (in respect of the countries Identification Number duly attested by "Apostille" (in respect of countries which are signatories to the Hague Convention of 1961) or by the Indian which are signatories to the Hague Convention of 1961) or by the Indian Embassy or High Commission or Consulate in the country where the applicant Embassy or High Commission or Consulate in the country where the is located, or applicant is located. Copy of Bank account statement in the country of residence. or 5. 6. Copy of Non-resident External(NRE) bank account statement in India, or 7 Copy of Certificate of Residence in India or Residential permit issued by the State Police Authorities, or 8. Copy of Registration certificate issued by the Foreigner's Registration Office showing Indian address, or Copy of Visa granted & Copy of appointment letter or contract from Indian Company & Certificate (in original) of Indian address issued by the employer. For other than Individuals and HUF(Foreign companies/Entities incorporated outside India/Unincorporated entities formed outside India) Copy of Certificate of Registration issued in the country where the applicant Copy of Certificate of Registration issued in the country where the applicant is is located, duly attested by "Apostille" (in respect of the countries which are located, duly attested by "Apostille" (in respect of the countries which are signatories to the Hague Convention of 1961) or by the Indian Embassy or signatories to the Hague Convention of 1961) or by the Indian Embassy or High High Commission or Consulate in the country where the applicant is Commission or Consulate in the country where the applicant is located, or Copy of registration certificate issued in India or of approval granted to set up located or 2. 2. Copy of registration certificate issued in India or of approval granted to set office in India by Indian Authorities. up office in India by Indian Authorities. Supporting document required for changes in PAN data Case/Applicant type Document acceptable for change of name/father's name Married ladies - change of name on account of Marriage certificate or marriage invitation card or publication of name change A certificate issued by a marriage in official gazette or copy of passport showing husband's name gazetted officer Individual applicants other than married ladies Publication of name change in official gazette Companies ROC's certificate for name change Firms Revised partnership deed Registrar of LLP's certificate for name change AOP/Trust/BOI/AJP/LOCAL authority Revised registration certificate/deed or agreement as applicable Document acceptable for change of Date of Birth/incorporation Applicant type Document acceptable for change of Date of Birth/Incorporation Individuals Relevant proof of identity having correct date of birth. Non-individuals Relevant proof of identity having correct date of incorporation.

(d) Applicant will receive an acknowledgment containing a unique number on acceptance of this form. This **acknowledgment number** can be used for tracking the status of the application.

(e) For more information / Application status enquiry contact:

Mode	Income-tax Department	NSDL
Website	www.incometaxindia.gov.in	www.tin-nsdl.com
Call Center	0124-2438000	020-27218080
Email ID		tininfo@nsdl.co.in
SMS		SMS NSDLPAN <space> Acknowledgement No. & send to 57575 to obtain application status. For example → Type 'NSDLPAN 8810101010100' and send to 57575</space>
Address		INCOME TAX PAN SERVICES UNIT (Managed by National Securities Depository Limited), 3rd Floor, Sapphire Chambers, Near Baner Telephone Exchange, Baner, Pune - 411 045.