भारतीय विशिष्ट पहचान प्राधिकरण
भारत सरकार

AADHAAR DATA UPDATE FORM

Select (☑) only those fields which you would like to update. Fields marked * are mandatory.

Please follow the instructions overleaf while filling up the form. Use capital letters only.

AADHAAR

*	**Update Type** ☐ Demographic Update(Name/Gender/Age/Date of Birth/Address/Email/Mobile/Relationship Details/Consent) ☐ Biometric Update (Photo/Fingerprint/Iris)
*	**Aadhaar No.** *(Please provide accurate 12-digit Aadhaar number here)*: | | | | | | | | | | | | |
☐*	**Full Name**: NAME

☐	**Gender:** Male ( ) Female ( ) Transgender ( )	☐	**Age:** Yrs **OR** **Date of Birth**:| DD | MM | YYYY | Declared ☐ Verified ☐

☐	**Address** *(provide complete address even if the change is in any one of the address fields)* C/o ( ) D/o ( ) S/o ( ) W/o ( ) H/o ( )

House No/ Bldg./Apt.	Street/Road/Lane
Landmark	Area/locality/sector
Village/Town/City	Post Office

District	Sub-District	State
E Mail	**Mobile No** | | | | | | | | | |	**PIN CODE** | | | | | |

☐	***Relationship** Details of : Father ( ) Mother ( ) Guardian ( ) Husband ( ) Wife ( ) *mandatory for children below 5 yrs*
	Name
	Aadhaar No. | | | | | | | | | | | | **OR** EID No: | | | | | | | | | | | | | | | dd |mm| yyyy|hh: mm: ss|

☐	I have no objection to the UIDAI sharing information provided by me to the UIDAI with agencies engaged in delivery of welfare services.	☐ Select (☑) in case of no objection

Verification Type : Document Based ( ) Introducer Based ( ) Head of Family ( )   Select only one of the above. Select Introducer or Head of Family only if you do not possess any documentary proof of identity and/or address. Introducer and Head of Family details are not required in case of Document based Verification.

10	**For Document Based** (Write Names of the documents produced. Refer back side of this form for list of valid documents)

a. POI	b. POA
c. DOB (Mandatory in case of Verified Date of Birth)	d. POR

11	**For Introducer Based** Introducer's Name:	**For HoF Based -** Details of : Father ( ) Mother ( ) Guardian ( ) Husband ( ) Wife ( ) Name of the Head of Family: Aadhaar No. | | | | | | | | | | | | **OR** EID No: | | | | | | | | | | | | | | | dd |mm| yyyy|hh: mm: ss|

I hereby confirm that the update request as being true, correct and accurate.

Signature of Introducer/HOF   Introducer's **Aadhaar** No. \| \| \| \| \| \| \| \| \| \| \| \|

Consent

I confirm that information (including biometrics) provided by me to the UIDAI and the information contained herein is my own and is true, correct and accurate.

Applicant's signature/Thumbprint

Verifier's Stamp and Signature: (Verifier must put his/her Initials, if stamp is not available)

---To be filled by the Enrolment/Update Agency only

Date & time of Update Request: _____

Instructions to follow while filling up the AADHAAR DATA UPDATE FORM

Full Name	Write full name without salutations/titles. Please bring the original* Proof of Identity (POI) document. (See list A below). Variation in Resident's Name in contrast to PoI is permissible as long as the change is minor spelling only, without altering the Name in PoI document. For Example: If Resident's PoI reads "Preeti", then "Priti" can be recorded if Resident wants so.
Date of Birth / AGE	Fill in Date of Birth in DDMMYYYY format. If exact Date of Birth is not known, approximate age in Years may be filled in the space provided. Please bring the original Proof of Date of Birth (DoB), if available.(See list D below). Declared checkbox may be selected if Resident does not have a valid proof of Date of Birth document. Verified checkbox is selected where Resident has provided documents as proof of Date of birth.
Address	Write complete address including Pin code. Please bring the original Proof of Address (POA) document. (See list B below). Please note that the Aadhaar letter will be delivered at the given address only. • To include Parent / Guardian / Spouse name as part of the address, select the appropriate box and enter the name of the person. • Minor Corrections / Enhancements are permissible to make the address complete without altering the base address as mentioned in the POA document.
RELATIONSHIP	• In case of children below 5 years, it is mandatory to provide father/mother/guardian details with their Aadhaar or EID number. • If the resident is not holding a Proof of Identity & using the Head of the Family identity for enrolment, it is mandatory to provide Head of the family's details with his/her Aadhaar or EID number. Please refer illustration below for filling EID. Please bring the original Proof of Relationship (POR) document. (See list C below). • For other cases, it is optional for the resident to fill up the relationship details.
CONSENT	Resident may specifically express willingness / unwillingness by selecting the relevant box.
BANK ACCOUNT	Resident may choose to open a new Aadhaar enabled bank / POSB account or can link existing bank account to Aadhaar number. Relevant details as requested may be provided. This is an optional field.
DOCUMENTS	Write the name of Documents for PoI and PoA. In case proof of Date of Birth is available, then write the name of Date of Birth document. If the resident is not holding a Proof of Identity & using the Head of Family based enrolment, then write the name of Proof of Relationship document. For Valid list of documents, please refer list of Documents below.
INTRODUCER/HoF	Resident who does not have POI and POA may get enrolled through an Introducer/ Head of Family. Pl contact nearest enrolment centre or your Registrar, for further details.

*In instances where original documents are not available, copies attested / certified by a public notary / gazetted officer will be accepted.

List A. POI documents

1. Passport
2. PAN Card
3. Ration/ PDS Photo Card
4. Voter ID
5. Driving License
6. Government Photo ID Cards/ service photo identity card issued by PSU
7. NREGS Job Card
8. Photo ID issued by Recognized Educational Institution
9. Arms License
10. Photo Bank ATM Card
11. Photo Credit Card
12. Pensioner Photo Card
13. Freedom Fighter Photo Card
14. Kissan Photo Passbook
15. CGHS / ECHS Photo Card
16. Address Card having Name and Photo issued by Department of Posts
17. Certificate of Identify having photo issued by Gazetted Officer or Tehsildar on letterhead
18. Disability ID Card/handicapped medical certificate issued by the respective State/UT Governments/Administrations
19. *Marriage Certificate
20. *Proof of Marriage document issued by the Registrar
21. *Gazette Notification
22. *Legal Name Change Certificate.

(*For above documents, where original document does not have photo, the photocopy/scan of the documents must be taken along with the Resident's photo)

List B. POA documents

1. Passport
2. Bank Statement/ Passbook
3. Post Office Account Statement/Passbook
4. Ration Card
5. Voter ID
6. Driving License
7. Government Photo ID cards/ service photo identity card issued by PSU
8. Electricity Bill (not older than 3 months)
9. Water bill (not older than 3 months)
10. Telephone Landline Bill (not older than 3 months)
11. Property Tax Receipt (not older than 3 months)
12. Credit Card Statement (not older than 3 months)
13. Insurance Policy
14. Signed Letter having Photo from Bank on letterhead
15. Signed Letter having Photo issued by registered Company on letterhead
16. Signed Letter having Photo issued by Recognized Educational Instruction on letterhead
17. NREGS Job Card
18. Arms License
19. Pensioner Card
20. Freedom Fighter Card
21. Kissan Passbook
22. CGHS / ECHS Card
23. Certificate of Address having photo issued by MP or MLA or Gazetted Officer or Tehsildar on letterhead
24. Certificate of Address issued by Village Panchayat head or its equivalent authority (for rural areas)
25. Income Tax Assessment Order
26. Vehicle Registration Certificate
27. Registered Sale / Lease / Rent Agreement
28. Address Card having Photo issued by Department of Posts
29. Caste and Domicile Certificate having Photo issued by State Govt.
30. Disability ID Card/handicapped medical certificate issued by the respective State/UT Governments/Administrations
31. Gas Connection Bill (not older than 3 months)
32. Passport of Spouse
33. Passport of Parents(in case of Minor)

List C. POR documents

1. PDS Card
2. MNREGA Job Card
3. CGHS/State Government/ECHS/ESIC Medical card
4. Pension Card
5. Army Canteen Card
6. Passport
7. Birth Certificate issued by Registrar of Birth, Municipal Corporation and other notified local government bodies like Taluk, Tehsil etc.
8. Any other Central/State government issued family entitlement document.

List D. DOB documents

1. Birth Certificate
2. SSLC Book/Certificate
3. Passport
4. Certificate of Date of Birth issued by Gazetted Officer on Letterhead