

Sr NO	Type of Document	Requirements
1	Armed Force ID Card-with Photo	Armed Force ID Card-with Photo Declaration on plain paper for ID/Address with seal and sign of supervising officer
2	Driving license	Valid driving license having photograph in payor's name issuance validity requirement reduced from 2 years to 1 year
3	Passport	Valid passport (should not have expired)
4	Ration Card with Photo	Ration card with payor's photo (in case of having family photograph on the ration card and absence other alternate proof the payor has to be encircled in the photograph with counter signature by the payor)
5	TALIC Agent IRDA License	TALIC Agent IRDA License
6	Birth Certificate issued by Village Panchayat or Municipal Certificate with address	Birth Certificate issued by Village Panchayat or Municipal Certificate with address provided the correspondence address matches with the address proof - For address proof said should not be older than 1 year from date of application
7	Voter's Identity Card	Voter's Identity Card
8	IRDA License	IRDA card as photo ID proof of an active agent (in case agent is Payor)
9	Bank Manager's Letter on the letter head of the bank	Bank Manager's letter on the letter head of the bank (or rubber stamped by the Manager) stating the customer's address as per the bank records, along with photo, duly signed by the manager
10	Credit Card Statement	Latest credit card statements in Payor name (not more than 6 months old) duly verified by and attested by an employee of TALIC
11	Employee ID or Declaration on Letter Head of Company	Employee ID cards or declaration on company letter head should be employed in same company
12	All TATA & AIG Group Companies	Employee ID cards or declaration on company letter head should be employed in same company

13	Government, Semi Government	Employee ID cards or declaration on company letter head of Government, or Service Extract should be employed in same company
14	Government Bonds, RBI Bonds, Capital Gain Bonds, IDBI or ICICI Bond Certificates	Government Bonds, RBI Bonds, Capital Gain Bonds, IDBI or ICICI Bond Certificates
15	House Allotment Letter	House Allotment letter from the Government/Registered societies/Reputed Companies with photocopy duly certified by the HR Department
16	IT Returns	IT Returns for the current Assessment Year or the immediately preceding Assessment Year
17	LPG / GAS Proof from BPCL, HPCL, IOC Mahanagar Gas (Passbook)	Gas book in Payor name or in the name of immediate family, defined as parents, spouse, and children. Relationship proof such as ration card or Marriage certificate in case of married women, is required if in family member's name
18	Mutual Fund / Demat Account Statements	Mutual Fund / Demat Account Statements provided it is not older than 12 months as on the date of acceptance
19	Personal or Home loan Statements	Personal or Home loan Statements provided it is not older than 12 months as on the date of acceptance.
20	Property Registered Deed	Property registered Deed- Not older than 6 months from date of application
21	Property Tax Document	Property Tax Document not older than 1 years
22	RC Book Copy	RC Copy of two wheeler / Four wheeler in payors name bearing his photograph
23	Rent Agreement	Valid lease agreement (within the period of lease) supported with Rent Reciept which is not more than 3 months old
24	Shares, Debentures, Bonus/rights/Dividend Statements	Shares, Debentures, Bonus/rights/Dividend Statements provided it is not older than 12 months as on the date of acceptance

25	Society Charges payment Receipt	Society Charges payment Receipt not older than 12 months as on the date of acceptance
26	Utility Bills - Electricity Bills - Water Bill - Gas Bill issued by HPCL, BPCL, IOL, GAIL, MGL, etc. - Telephone Both Mobile and Landline	- Utility Bills not older than 6 months from application date in Payor name or in name of immediate family – defined as parents, spouse, and children. Relationship proof required if in immediate family member's name
27	Post Office Saving a/c and PPF a/c - with photo	Post Office Saving a/c and PPF a/c - with photo
28	Bank passbook with photo attested on the same	Bank passbook with payor's photo attested on the same
29	Letter on letterhead with name and address of the issuing authority, stamped and signed verifying the identity (please ensure photograph should also be duly stamped/attested) and residence of the customer from the authorised person as per list attached	Letter on letterhead (preferably) with name and address of the issuing authority, stamped and signed verifying the identity (please ensure photograph should also be duly stamped/attested) and residence of the customer from the authorised person as per list
30	Property Registered deed with attested photograph	Property Registered deed with payor's attested photograph - Not older than 6 months from date of application
31	Trade License/Professional license	Trade License/Professional license-with photo
32	Domicile Certificate	Domicile Certificate Issued by Magistrates/Dist Collector
33	LIC Policy	The LIC policies and the premium receipts, which indicate the age, admitted based on the following codes only will be accepted as Standard age proof. The codes are P: Passport S: School Certificate C: College Certificate M: Municipal Birth Certificate B: Baptism Certificate I: Defense ID card J: Domicile Certificate
34	Insurance Premium Receipt	Policy Document or premium receipt paid in the past 12 months of LIC/GIC/any other Insurance Company Policy