

Checklist of Documents for Salaried Employee



SI No	Particulars	Yes	No	Remarks
1	KYC Documents			
	a) Photo Id Proof			
	Pan card (compulsory)			
	b) Address Proofs (Current and Permanent address)			
	Any 2, with at least one for Curr and one for Perm, if they are not the same			
	Aadhar card (compulsory) - specify C or P			
	Voter's Id - specify C or P			
	Ration card - specify C or P			
	Passport copy (front page and last page) - specify C or P			
	If staying in Rented accomm., rental slips/rental agreement			
2	Income Proof			
	Bank Statement latest 6 months			
	Salary Slip latest 3 months with form 16			
	Form 15G/H			
3	Vehicle Proof			
	Quotation from dealer			
	Invoice copy (with bank account for payment)			
	Original RC			
4	References and mobile numbers (preferably one personal and one professional)			
	1			
	2			