

**Description of Officially Valid Documents (OVDs) that can be accepted for establishing the legal name and current address of Individuals.**

1. Copy of Aadhaar/Virtual ID Card
2. Passport, the validity of which has not expired (Also for NRI/PIO/OCI/Foreign National)
3. Voter ID Card
4. Driving License\*\* which has not expired
5. Job Card issued by NREGA & duly signed by an officer of the state Government.
6. Letter issued by the National Population Register containing details of name and address
7. OCI Card with passport for NRI.

A document mentioned above shall be deemed to be an OVD even if there is a change in the name subsequent to issuance provided it is supported by a marriage certificate issued by State Government or Gazette notification, indicating such a change of name.

Where the OVD presented by a foreign national does not contain the details of address, in such case the documents issued by the Government departments of foreign jurisdictions and letter issued by the Foreign Embassy or Mission in India shall be accepted as proof of address.

**Description of Deemed Officially Valid Documents (OVDs) for the limited purpose of proof of current address**

1. Electricity bill, Blue Book for LPG (with current address), Landline telephone bill, postpaid mobile phone bill, Broadband Bill, Water bill, Piped gas bill, Gas connection Original receipt (with current address), Gas cylinder delivery receipt(with current address) should not be 60 days prior to the application date).
2. Property or Municipal Tax receipt (should not be 365 days prior to the application date), Municipality Bill.
3. Certificate on defense letterhead issued by Defense ministry or unit, House allotment letter issued by Defense Ministry or unit, Flat/Quarter allotment letter by Government Authority, Transfer movement order issued by Defense Ministry or unit.
4. Letter of allotment of accommodation from employer issued by State or Central Government departments, statutory or regulatory bodies or public sector undertakings or scheduled commercial banks or financial institutions or listed companies.
5. Leave and license agreements from employers allotting official accommodation issued by State Government or Central Government departments or statutory or regulatory bodies or public sector undertakings or Scheduled commercial banks or financial institutions or listed companies.
6. Pension or family Pension Payment Orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address. Pension Payment Card issued by State or Central Government.
7. Registered Rent Agreement with utility bill of landlord (should not be expired).
8. Registered Sale Deed.
9. Notarized copy of the rent agreement
10. Foreigners Regional Registration Office (India) Certificate (Only for Foreign National).

In case the applicant submits Deemed Officially Valid Document for SBI Credit Card application which serves limited purpose of current address proof, the applicant is required to submit the Officially Valid documents with updated current address, within 3 months to SBI Card.

In absence of the same, SBI Card would be authorised to take appropriate action for the application, at its sole discretion.

**Please note:**

- All documents that are submitted, should be valid as on the current date.
- You may e-mail us the self-attested documents to [newkyc@sbicard.com](mailto:newkyc@sbicard.com). Also, please mention your registered mobile number either in the e-mail body or on the documents.

| \* \*For Driving Licenses issued in states where it is specifically mentioned that the document cannot be used as address proof the same will not be acceptable as an address proof KYC document.