

State / Union Territory Pincode / Zip code Country Name

8 Address for Communication Residence Office *(Please tick as applicable)*

9 Telephone Number & Email ID details

Country code Area/STD Code Telephone / Mobile number

Email ID

10 Status of applicant

Please select status, as applicable

Individual Hindu undivided family Company Partnership Firm Government
 Trusts Body of Individuals Local Authority Artificial Juridical Persons Association of Persons
 Limited Liability Partnership

11 Registration Number (for company, firms, LLPs, etc.)

12 In case of a citizen of India, then

Please mention your AADHAAR number (if allotted)

13 Source of Income

Please select status, as applicable

Salary Capital Gains
 Income from Business / Profession Business/Profession code (For Code: Refer instructions) Income from Other sources
 Income from House property No income

14 Representative Assessee (RA)

Full name, address of the Representative Assessee, who is assessable under the Income Tax Act in respect of the person, whose particulars have been given in the column 1-13.

Full Name (Full expanded name: initials are not permitted)

Please select title, as applicable Shri Smt. Kumari M/s

Last Name / Surname

First Name

Middle Name

Address

Flat/Room/ Door / Block No.

Name of Premises/ Building/ Village

Road/Street/ Lane/Post Office

Area / Locality / Taluka/ Sub- Division

Town / City / District

State / Union Territory Pincode

15 Documents submitted as Proof of Identity(POI) and Proof of Address (POA)

I/We have enclosed as proof of identity and as proof of address.
 [Please refer to the instructions (as specified in Rule 114 of I.T. Rules, 1962) for list of mandatory certified documents to be submitted as applicable]

16 I/We , **the applicant, in the capacity of**
do hereby declare that what is stated above is true to the best of my/our information and belief.

Place

Date

Signature / Left Thumb Impression of Applicant (inside the box)

	Individuals/ Association of Persons	Relevant date for different categories of applicants is: Individual: Actual Date of Birth; Company: Date of Incorporation; Association of Persons: Date of formation/creation; Trusts: Date of creation of Trust Deed; Partnership Firms: Date of Partnership Deed; LLPs : Date of Incorporation/Registration; HUFs: Date of creation of HUF and for ancestral HUF date can be 01-01-0001 where the date of creation is not available.												
6	Father's Name	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.												
7	Address – Residence and office	R - Residence Address: For Individuals, HUF, AOP, BOI or AJP, residential address is mandatory. Other applicants should leave this field blank. O - Office Address: (1) Name of Office and address to be mentioned in case of individuals having source of income as salary or Business/profession[Item No.13]. (2) In case of Firm, LLP, Company, Local Authority and Trust, name of office and complete address of office is mandatory. For all categories of applicants, it is necessary to mention complete address and the details of Town/City/District, State/Union Territory, and PINCODE are mandatory. In case, a foreign address is provided then it is mandatory to provide Country Name along with ZIP Code of the country.												
8	Address for communication	Individuals/HUFs/AOP/BOI/AJP may indicate either 'Residence' or 'Office' and other applicants should necessarily indicate 'Office' as the Address for Communication. All communication will be sent at the address indicated in this field.												
9	Telephone Number and E- mail ID	(1) Telephone number should include country code(ISD code) and STD code or Mobile No. should include Country code(ISD Code). For example : (i) Telephone number 23555705 of Delhi should be written as <table style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr> <td style="text-align: center; border: none;">Country code</td> <td style="text-align: center; border: none;">STD Code</td> <td style="text-align: center; border: none;">Telephone Number / Mobile number</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">9 1</td> <td style="border: 1px solid black; text-align: center;">1 1</td> <td style="border: 1px solid black; text-align: center;">2 3 5 5 5 7 0 5</td> </tr> </table> <p style="margin: 5px 0;">Where '91' is the country code of India and 11 is the STD Code of Delhi.</p> (ii) Mobile number 9102511111 of India should be written as <table style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr> <td style="text-align: center; border: none;">Country code</td> <td style="text-align: center; border: none;">STD Code</td> <td style="text-align: center; border: none;">Telephone Number / Mobile number</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">9 1</td> <td style="border: 1px solid black; text-align: center;"></td> <td style="border: 1px solid black; text-align: center;">9 1 0 2 5 1 1 1 1 1</td> </tr> </table> <p style="margin: 5px 0;">Where '91' is the country code of India.</p> (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.	Country code	STD Code	Telephone Number / Mobile number	9 1	1 1	2 3 5 5 5 7 0 5	Country code	STD Code	Telephone Number / Mobile number	9 1		9 1 0 2 5 1 1 1 1 1
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9 1	1 1	2 3 5 5 5 7 0 5												
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9 1		9 1 0 2 5 1 1 1 1 1												
10	Status of Applicant	This field is mandatory for all categories of applicants. In case of 'Limited Liability Partnership', the PAN will be allotted in 'Firm' status.												
11	Registration number	Not applicable to Individuals and HUFs. Mandatory for 'Company'. Company should mention registration number issued by the Registrar of Companies. Other applicants may mention registration number issued by any State or Central Government Authority.												
12	In case of citizen of India	AADHAAR number, if allotted, has to be quoted (supported by copy of AADHAAR letter/card)												
13	Source of Income	It is mandatory to indicate at least one of the sources of incomes, as mentioned in the form. In case, the income from Business/profession is selected by the applicant then an appropriate business/ profession code should be mentioned.												

		Please refer the table given below to select the business/profession code:																																												
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14	Name and address of Representative Assessee	<p>Section 160 of Income Tax Act, 1961 provides that any person(assessee) can be represented through Representative Assessee. Therefore, this column should be filled in by representative assessee only as specified in Section 160 of the Income-tax Act, 1961, such as, an agent of the non-resident, guardian or manager of a minor, lunatic or idiot, Court of Wards, Administrator General, Official Trustee, receiver, manager, trustee of a Trust including Wakf.</p> <p>This field will contain particulars of the Representative Assessee. This field is mandatory if applicant is minor, deceased, idiot, lunatic or mentally retarded. Column 1 to 13 will contain details of person on whose behalf this application is submitted.</p> <p>Proof of Identity and Proof of address is also required for representative assessee.</p>																																												
15	Proof of Identity and Proof of Address documents	<p>It is mandatory to attach proof of identity and proof of address with PAN application. Documents should be in the name of applicant. List of documents which will serve as proof of identity and address for each status of applicant is as given below:</p>																																												

Document acceptable as proof of identity and address as per Rule 114 of Income Tax Rules, 1962

For Individuals and HUF

Sr. No	Proof of Identity (Copy of)	Proof of address (copy of)
1	School Leaving Certificate	Electricity Bill*
2	Matriculation Certificate	Telephone Bill*
3	Degree of recognised educational institution	Employer Certificate*
4	Depository Account Statement	Depository Account Statement*
5	Bank Account Statement / Passbook	Bank Account Statement / Passbook*
6	Credit Card	Credit Card Statement*
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 Parliament or Member of Legislative Assembly or Municipal Councilor or Gazetted Officer in the prescribed format .	Certificate of address signed by Member of Parliament or Member of Legislative Assembly or Municipal Councilor or Gazetted Officer in the prescribed format .
<p>Note :-</p> <p>1. In case of Minor, any of the above mentioned documents as proof of identity and address of any of parents/guardians of such minor shall be deemed to be the proof of identity and address for the minor applicant.</p> <p>2. For HUF, an affidavit made by the Karta of Hindu 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.</p>		<p>Note:</p> <p>1. Proof of Address is required for residence address mentioned in item no. 7.</p> <p>2. In case of an Indian citizen residing outside India, copy of Bank Account Statement in country of residence or copy of Non-resident External(NRE) bank account statements.</p>

Other than Individuals and HUF

1	Company	Copy of Certificate of Registration issued by the Registrar of Companies.
2	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.
5	Association of Person, Body of Individuals, Local Authority, or Artificial Juridical Person	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 any Central or State Government Department establishing identity and address of such person.

16	Signature / Thumb impression	Application must be signed by (i) the applicant; or (ii) Karta in case of HUF; or (iii) Director of a Company; or (iv) Authorised Signatory in case of AOP, Body of Individuals, Local Authority and Artificial Juridical Person; or (v) Partner in case of Firm/LLP; 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.
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GENERAL INFORMATION FOR PAN APPLICANTS

- (a) Applicants may obtain the application form for PAN (Form 49A) 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 Rs. 85/- (plus service tax, as applicable). In case, the PAN card is to be dispatched outside India then additional dispatch charge of Rs 850 will have to be paid by applicant.
- (c) Those already allotted a ten digit alphanumeric PAN shall not apply again as having or using more than one PAN is illegal. However, request for a new PAN card with the same PAN or/and Changes or Correction in PAN data can be made by filling up 'Request for New PAN Card or/and Changes or Correction in PAN Data' form available from any source mentioned in (a) above. The cost of application and processing fee is same as in the case of Form 49A.
- (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:

	Income-tax Department	NSDL	UTIITSL
Website	www.incometaxindia.gov.in	www.tin-nsdl.com	www.utiitsl.com
Call Center	0124-2438000	020-27218080	022-67931300
Email ID		tininfo@nsdl.co.in	utiitsl.gsd@utiitsl.com
SMS		SMS NSDLPAN<space>Acknowledgement No. & send to 57575 to obtain application status.	
Address		INCOME TAX PAN SERVICES UNIT (Managed by National Securities Depository Limited), 3rd Floor, Sapphire Chambers, Near Baner Telephone Exchange, Baner, Pune - 411 045.	IT PAN Service Centres(managed by UTIITSL) PB no 20, Plot no 3, Sector- 11, CBD- Belapur – Navi Mumbai 400614

प्रपत्र 49क को भरने हेतु निर्देश

(क) प्रपत्र बड़े अक्षरों में सुपाठ्य भरा जाना च

अंतिम नाम/ उपनाम

प्रथम नाम

मध्यम

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जहां '91' भारत का देश कोड है तथा दिल्ली का एसटीडी कोड 11 है ।

ii) भारत का मोबाइल नम्बर 9102511111 इस तरह लिख

		08	कानूनी पेशेवर / वकील	18	घोड़ों अथवा जॉकी के स्वामी
		09	सरकारी ठेकेदार	19	सिनेमा हॉल तथा अन्य थिएटर
		10	बीमा एजेंसी	20	अन्य
14.	प्रतिनिधि कर-निर्धारिती का नाम व पता	<p>आयकर अधिनियम, 1961 की धारा 160 में व्यवस्था है कि किसी कर-निर्धारिती को किसी व्यक्ति (निर्धारिती) द्वारा प्रतिनिधि निर्धारिती के माध्यम से प्रतिनिधित्व किया जा सकता है। अतः इस कॉलम को आयकर अधिनियम, 1961 की धारा 160 में विनिर्दिष्ट केवल प्रतिनिधि निर्धारिती के द्वारा भरा जायेगा। जैसाकि अनिवासी का एजेन्ट, अवयस्क का अविभावक या प्रबन्धक, पागल अथवा मूर्ख, प्रतिपाल्य अधिकरण, महाप्रशासक, शासकीय न्यासी, प्राप्तकर्ता, प्रबंधक, वक्फ सहित न्यास का न्यासी इस जगह पर प्रतिनिधि कर-निर्धारिती का विवरण होगा। यह स्थान अनिवार्य होगा यदि आवेदक अवयस्क, मृत, पागल, मूर्ख अथवा मंदबुद्धि है।</p> <p>कालम 1 से 13 में उस व्यक्ति का विवरण होगा जिसकी ओर से यह आवेदन प्रस्तुत किया जाएगा।</p> <p>प्रतिनिधि कर-निर्धारिती के लिए पहचान का प्रमाण तथा पते का प्रमाण होना भी अपेक्षित है।</p>			
15.	पहचान के प्रमाण तथा पते के प्रमाण दस्तावेज	<p>पैन आवेदन के साथ पहचान का प्रमाण तथा पते का प्रमाण संलग्न करना अनिवार्य है। दस्तावेज आवेदक के नाम से होने चाहिए। प्रत्येक स्तर के आवेदक के लिए पहचान तथा पते के प्रमाण के रूप में दिए जाने वाले कागजातों की सूची नीचे दिए अनुसार है :-</p>			

आयकर नियमावली, 1962 के नियम 114 के अनुसार पहचान तथा पते के प्रमाण के रूप में स्वीकार्य कागजात

व्यष्टियों तथा हिन्दू अविभाजित परिवारों के लिए

क्र. सं.	पहचान का प्रमाण (प्रतिलिपि)	पते का प्रमाण (प्रतिलिपि)
1	विद्यालय छोड़ने का प्रमाण-पत्र	बिजली बिल*
2	मैट्रिक का प्रमाण-पत्र	टेलीफोन बिल*
3	मान्यता प्राप्त शैक्षिक संस्थान की डिग्री	नियोक्ता का प्रमाण-पत्र*
4	जमा खाता विवरण	जमा खाता विवरण*
5	बैंक खाता विवरण/पासबुक	बैंक खाता विवरण/पासबुक*
6	क्रेडिट कार्ड	क्रेडिट कार्ड विवरण*
7	पानी का बिल	किराया रसीद*
8	राशन कार्ड	राशन कार्ड
9	सम्पत्ति कर निर्धारण आदेश	सम्पत्ति कर निर्धारण आदेश
10	पासपोर्ट	पासपोर्ट
11	मतदाता पहचान कार्ड	मतदाता पहचान कार्ड
12	ड्राइविंग लाइसेंस	ड्राइविंग लाइसेंस
13	सांसद अथवा विधायक अथवा निगम पार्षद अथवा किसी राजपत्रित अधिकारी द्वारा निर्धारित फॉर्म में हस्ताक्षरित पहचान का प्रमाण-पत्र	सांसद अथवा विधायक अथवा निगम पार्षद अथवा किसी राजपत्रित अधिकारी द्वारा निर्धारित फॉर्म में हस्ताक्षरित पते का प्रमाण-पत्र

पत्र

टिप्पकणी:-

1. अवयस्कि के मामले में ऐसे अवयस्को के किसी अभिभावक/सरंक्षक के पहचान तथा पते के प्रमाण के रूप में उपरोक्तक उल्लिखित कोई दस्तारवेज अवयस्को आवेदक के लिए पहचान तथा पते का प्रमाण मा

ऐसे फार्म उपलब्ध क

Verification Certificate

(Certificate under provisions of rule 114(4) of Income Tax Rules, 1962)

(Affix same photograph as affixed on PAN application form)

(To be attested by issuing authority with his / her signature & rubber stamp appearing half on the photograph and half on the certificate)

I hereby certify that I know Sh./Smt./Kum.
Son/Daughter of.....
and whose personal particulars, as given below, are correct to the best of my knowledge & belief. I recommend issue of PAN card by Income Tax Department to him/her.

Name	
Father's Name <small>(Even in case of married ladies father's name is to be provided)</small>	
Date of Birth	
Residence Address <small>(If applicant has resided at more than one place during last one year than all such address with dates should be mentioned).</small>	
Office Address	
Previous name <small>(In case of change in name)</small>	

Details of issuer of certificate -

Full Name:

Designation:

Department /Organization:

Office address with location:

Identity Card No.:
(Enclose a photocopy of I-Card)

Telephone/Mobile No.:

Date:

(Signature)

Place:

Office Seal