



INDIAN NAVY

(HAR KAAM DESH KE NAAM)

INDIAN NAVY INVITES ONLINE APPLICATIONS FROM UNMARRIED MALE AND UNMARRIED FEMALE CANDIDATES FOR AGNIVEER (MR) – 02/2024 BATCH



ELIGIBILITY CONDITIONS

1. Online applications are invited from unmarried male and unmarried female candidates (who fulfil eligibility conditions as laid down by the Government of India) for enrolment as Agniveer (MR) for 02/2024 batch. The eligibility criteria and broad terms and conditions are laid down herein below. The distribution of tradewise vacancies for male and female would be decided based on service requirement.

2. **Educational Qualifications.** Candidate must have passed Matriculation Examination with minimum 50% marks in aggregate from the Boards of School Education recognised by Ministry of Education, Govt. of India.

Note: Candidates who have appeared in class 10th Board Exam and are awaiting declaration of results are also eligible to apply provided they fulfill all other eligibility criteria. Such candidates, however, shall only be selected when they produce the original marksheet during the Stage II of recruitment process (Internet copy of marksheet not acceptable) as also such candidates should secure the minimum laid down marks in aggregate as well as in individual subjects for respective category for being eligible to participate in Stage II.

3. **Age.** Candidate should be born between **01 Nov 2003–30 Apr 2007 (Both dates inclusive)**.

4. **Marital Status.** Only unmarried Indian male and female candidates are eligible for enrolment as Agniveer in *IN*. Candidates will have to give a certificate of being 'unmarried' at the time of enrolment. Agniveers shall not be permitted to marry during their entire tenure of four years in the *IN*. A candidate shall be dismissed from service if he/ she marries during his/her tenure or is found to be already married despite giving certificate of being unmarried.

TERMS & CONDITIONS

5. **Duration of Service.** The Agniveers shall be enrolled in the Indian Navy under the Navy Act 1957, for a period of four years. "Agniveers would form a distinct rank, different from any other existing rank and would be the junior most rank in the Indian Navy". Indian Navy is not obliged to retain the Agniveers beyond the engagement period of four years.

6. **Leave.** 30 days leave per year shall be applicable for Agniveers. Additionally, sick leave would be applicable based on medical advice of competent medical authority.

7. **Pay, Allowances and Allied Benefits.** Agniveers will be paid a package of ₹30,000 per month with a fixed yearly increment. In addition, risk and hardship, dress and travel allowances will be paid.

8. **Seva Nidhi.** Agniveers shall be given a one-time Seva Nidhi package comprising their monthly contribution along with matching contribution by the Government on completion of their engagement period, as indicated below: -

Year	Customised Package (Monthly)	In Hand (70%)	Contribution to Agniveer Corpus Fund (30%)	Contribution to Corpus Fund by Govt
All figures in Rs (Monthly Contribution)				
1 st Year	30000	21000	9000	9000
2 nd Year	33000	23100	9900	9900
3 rd Year	36500	25550	10950	10950
4 th Year	40000	28000	12000	12000
Total in Agniveer Corpus Fund			5.02 Lakh	5.02 Lakh

Note: -There shall be no entitlement to gratuity and pensionary benefits.

9. **Life Insurance Cover.** Agniveer will be provided non-contributory Life Insurance Cover of Rs. 48 lakh for the duration of their engagement period.

10. **Death Compensation.** In addition to insurance cover of Rs. 48 Lakh, one-time ex-gratia of Rs. 44 Lakh for death attributable to service, will be provided to the NOK.

11. **Disability Compensation.** One-time ex-gratia of Rs. 44/ 25/ 15 Lakh based on % of disability (100%/ 75%/ 50%) shall be applicable to Agniveers.

Note:- For further information regarding death/disability compensation visit www.joinindiannavy.gov.in

12. **Enrolment as Sailors (Regular Cadre).** On completion of four years of service, based on organization's requirements and policies promulgated by the Indian Navy, Agniveers will be offered an opportunity to apply for permanent enrolment in the Indian Navy. These applications will be considered in centralized manner based on objective criteria including performance during their four year engagement period and up to 25% of each specific batch of Agniveers will be enrolled in Indian Navy for further re-engagement as sailor (regular cadre). Agniveers will not have any right to be selected for further enrolment in to the Indian Navy. Selection of the Agniveers for further enrolment, if any, shall be at the discretion of the Indian Navy.

13. **Naval Pension Regulations/ Gratuity.** Agniveers will not be governed by provisions contained in the Naval Pension Regulations/ Rules (as amended from time to time). Additionally, Agniveers will not be entitled to gratuity for engagement period.

14. **Release at Own Request.** Agniveers will not be permitted to get released at own request prior to completion of engagement period. However, in most exceptional cases, personnel enrolled under this scheme may be released, if sanctioned by the competent authority.

15. **Ex-servicemen Status.** Agniveers will not be eligible for ex-Servicemen status.

16. **Medical & CSD Facilities.** For the duration of their engagement period in the Indian Navy, Agniveers will be entitled for Medical facilities at service hospitals as well as CSD provisions.

SELECTION PROCESS

17. Selection process of Agniveer (MR) - 02/2024 batch will include two stages i.e. Stage I - Shortlisting (Indian Navy Entrance Test - INET), Stage II - 'PFT, Written Examination and Recruitment Medical Examination.

STAGE – I (INET - COMPUTER BASED ONLINE EXAMINATION)

18. **Shortlisting.** Indian Navy Entrance Test - INET would be conduct for Shortlisting of candidates. Shortlisting would be based on marks obtained in the Indian Navy Entrance Test. Shortlisting will be carried out in state wise manner. The cut off marks for shortlisting for next stage of selection process may vary from state to state.

19. Computer-based Examination.

(a) The question paper will be computer-based with a total of 50 questions, each carrying 01 mark each.

(b) The question paper will be bilingual (Hindi & English) and objective type (multiple-choice).

(c) The question paper will comprise of two sections i.e. 'Science & Mathematics' and General Awareness.

(d) The standard of the question paper will be that of 10th. Syllabus & sample papers for the examination are available on website www.joinindiannavy.gov.in/ <https://agniveernavy.cdac.in>.

(e) Duration of examination will be 30 minutes.

(f) The candidates are required to pass in all sections as well as in aggregate. **The Indian Navy reserves the right to determine the pass marks in each Section and in aggregate.**

(g) **Penalty for Wrong Answer.** Candidates should note that there will be penalty (Negative Marking) for wrong answers given by a candidate. There are four alternatives for the answer to every question. **For each question for which a wrong answer has been given by the candidate, one fourth (0.25) of the marks assigned to that question will be deducted as penalty.**

(h) Centre Allocation for INET (online examination) will be at the discretion of the Indian Navy.

20. **Examination Fee.** An examination fee of Rs. 550/- (Rupees Five hundred fifty only) plus 18% GST has to be paid by candidate during the online application through online mode by using net banking or by using Visa/ Master/ RuPay Credit/ Debit Card/ UPI. Admit card will be issued for the examination only to those candidates who have successfully paid the examination fee.

Note: (a) Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection.

(b) Candidates found to have registered multiple times would be rejected and debarred from the examination. Re-imbursement of exam fee would not be carried out in such cases.

(c) In case you have made an online payment of fees and money has been deducted from your account without admit card being generated (ie unsuccessful payment), please wait for 7 working days for automatic refund of money to your account.

STAGE – II (PFT, WRITTEN EXAMINATION AND RECRUITMENT MEDICAL)

21. Candidates shortlisted in Indian Navy Entrance Test (INET) examination will be issued call-up letter for Stage II (PFT, written examination & Recruitment Medical). Stage-II will be conducted in the designated Indian Navy's centers. The syllabus for Stage-II written exam is available on website www.joinindiannavy.gov.in/ <https://agniveernavy.cdac.in>. Aadhar Card is mandatory for Stage-II.

22. **Physical Standards.** Qualifying in Physical Fitness Test (PFT) is mandatory for selection. **Candidates undergoing PFT will do so at their own risk.** PFT standard is as follows:-

Gender	1.6 Km run	Squats (Uthak Baithak)	Push-ups	Bent Knee Sit-ups
Male	06 min 30 sec	20	15	15
Female	08 min	15	10	10

Advisory:- Proficiency in sports, swimming and extra-curricular activities is desirable.

23. **Recruitment Medical Examination.** Recruitment Medical Examination will be carried out for candidates who qualify PFT. Candidates qualifying Recruitment Medical Examination will be considered for merit list. **Candidates who are found medically unfit in Recruitment Medical Examination will be advised to appeal against its findings, if they so desire, at designated military hospital (allocated by the Indian Navy) within a maximum period of 05 days. Medical fitness certificate issued by hospitals other than designated Military Hospitals (allocated by the Indian Navy) will not be considered. No further review/ appeal is permissible.**

24. **Merit List.** Merit list will be prepared based on performance in Stage-II written exam, subject to qualification in Physical Fitness Test and Recruitment Medical Examination. Merit List for Agniveer (MR) – Male and Female will be based on all India basis. Results will be published on candidate dashboard on website <https://agniveernavy.cdac.in>.

25. **Final Recruitment Medicals.** Final Recruitment Medical Examination of all selected candidates will be conducted at INS Chilka. Induction of the candidates will be subject to qualifying in Final Medical Examination, candidates not qualifying the final recruitment medical shall be rejected.

26. Medical Standards.

(a) Medical examination will be conducted by authorised military doctors as per medical standard prescribed in current regulations applicable on entry.

(b) **Gender.** Any candidate, if found to have predominant characteristics of the opposite gender as evidenced on external physical examination, will be rejected as UNFIT. Any candidate having undergone gender reassignment surgery will be declared UNFIT.

(c) **Pregnancy.** Any female candidate, if found to be pregnant shall be disqualified and her candidature will be rejected. A candidate should not have conceived at the time of reporting or till conclusion of four years tenure. If found to be pregnant later during the training or engagement period of four years, suitable action for dismissal/ removal will be undertaken.

(d) **Minimum Height Standards.** Minimum height standards for male and female is 157 cms.

(e) **Tattoos.** Permanent body tattoos are only permitted on inner face of forearms i.e from inside of elbow to the wrist and on the reversed side of palm/ back (dorsal) side of hand. Permanent body tattoos on any other part of the body is not acceptable and candidate will be barred from recruitment.

(f) The candidate must be in good physical and mental health, free from any disease/ disability likely to interfere with the efficient performance of duties both ashore and afloat under peace as well as war conditions.

Note:- (i) **Candidates are advised to get their ears cleaned for wax, and tartar removed from teeth prior to medical examination.**

(ii) Regulations regarding **Height relaxation** are available in website www.joinindiannavy.gov.in.

27. **Visual Standards.**

Uncorrected Vision	Corrected Vision	Colour Perception
6/12, 6/12	6/6, 6/6	II

TRAINING

28. **Training.** Training for the course will tentatively commence in **Nov 2024**, at INS Chilka, Odisha.

29. **Discharge as Unsuitable.** Agniveers are liable to be discharged as “**UNSUITABLE**” due to unsatisfactory performance at any time during the training or service tenure.

GENERAL

30. The applications are to be filled online only on website <https://agniveernavy.cdac.in> and all required documents in original are to be scanned and uploaded. The general instructions regarding recruitment process are as follows: -

(a) Candidates have to choose any three locations for Indian Naval Entrance Test (INET), as per their convenience. Candidates can be allotted any other location view administrative reasons. Choice of examination Centre cannot be changed once selected by the candidate or allotted by the Indian Navy. Call up Letters cum Admit Card for online examination indicating date, time and place, would be required to be downloaded from the website <https://agniveernavy.cdac.in> tentatively one week before online examination. The INET will be conduct in June/ July 2024 firm date would be indicated in call-up letters issued to candidates.

(b) Call up Letters cum Admit Card for PFT, written examination & Recruitment Medical Examination **would be required to be downloaded from the registration portal: <https://agniveernavy.cdac.in>. No call-up letter cum admit card will be sent by post.**

(c) Only Electronic mode of communication will be used while contacting the candidates and no documents would be sent by post at any stage of recruitment.

(d) The original documents uploaded by the candidates during online filling of application viz **original certificates, mark sheets, Domicile certificate and NCC certificate (if held)** are to be brought by the candidate at all stages of recruitment (Written Examination, PFT and Recruitment Medical Examination and Recruitment at INS Chilka). Original documents will be verified at every stage of recruitment. **If the details provided in ‘online application’ are not matching with original documents at any stage, the candidature will be cancelled.**

Warning.

(e) **Candidates declaring incorrect Domicile/ Gender and other details shall not be permitted to appear in the recruitment and their candidature would be cancelled.**

(f) Results of the Indian Navy Entrance Test (INET) will be announced tentatively after 30 days. Shortlisted candidates will be called for Stage II (PFT, Written Examination & Recruitment Medical Examination).

(g) Centre Allocation for written exam, PFT& Recruitment Medical Examination will be at the discretion of the Indian Navy.

(h) The selection of a candidate will stand cancelled and he/ she will have no claim for enrolment in the Indian Navy in case the candidate fails to report on the date and time mentioned in call letter. Candidates reporting 30 minutes after the reporting time for stage I - INET shall not be allowed to appear in the examination.

(j) The candidate's selection pertaining to a particular batch is valid for that batch only. Qualified candidates whose names do not appear in the merit list cannot claim admission for the next batch.

(k) All selected candidates, are to produce the self-attested certificates submitted at the time of filling online application, along with the all original certificates, at INS Chilka. If the details provided during online application are not matching with the original certificates produced at INS Chilka, the candidature will be cancelled.

(l) All selected candidates will be required to download Police Verification Form and other associated forms along with the Call-up letter for Recruitment at INS Chilka. The candidates will be required to submit the same to INS Chilka after getting their antecedents verified on Police Verification Form/ Online Police Verification Form from the Superintendent of Police of

their respective jurisdiction. Candidates should be in possession of Police Verification Form from either place of domicile or place of residence. **Candidates without the verified Police Verification Reports and Reports with adverse comments will not be eligible for enrolment.** The format for the police verification form can also be downloaded from the website www.joinindiannavy.gov.in/https://agniveernavy.cdac.in.

(m) **No enquiry will be entertained regarding this recruitment/ enrolment after a period of six months.**

HOW TO APPLY

31. **For this entry, the candidates can apply ONLINE ONLY** on the official website <https://agniveernavy.cdac.in> from **13 May 2024** to **27 May 2024**. The procedure is available on website <https://agniveernavy.cdac.in>. **Candidates are advised to fill up correct details while filling the online application. Incorrect declaration of information by candidates, identified at any stage would result in cancellation of candidature. The application may be uploaded from Common Service Centres (CSC) across the country, fee of Rs 60 + GST. This facility is entirely optional.**

32. **Photograph.**

(a) Passport size recent color photograph (taken not before April 2024) of size 10 KB to 50 KB (front portrait in light background without head gear except for Sikhs). Photograph is to be taken with candidate holding a black slate in front of his/her chest with his/her name and date of photograph taken, clearly written on it with white chalk in capital letters. Change in appearance like growing beard, head gear, etc in comparison to the photograph may result in cancellation of candidature.

(b) Live photograph will be captured through the webcam during filling of application form. Candidates are advised to capture good quality photograph at the time of application form. Photograph which are not clearly visible, blurr, black shade etc. may result in cancellation of candidature.

33. **IMPORTANT INFORMATION**

(a) Mobile phones or any other communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.

(b) Candidates are strongly advised to apply online well in time without waiting for the last date for submission of Online application.

(c) No candidate should misbehave in any manner or create disorderly scene in examination premises. This will entail disqualification.

(d) While filling his online Application Form, the candidate should carefully decide about his choice for the location of the Examination.

(e) Candidates should avoid submitting multiple applications. If more than one application is received from a candidate, his candidature will be cancelled.

(f) The decision of the Indian Navy as to the eligibility or otherwise of a candidate at every stage of recruitment shall be final.

(g) **Wrong information about domicile certificate will result in cancellation of candidature at any stage of recruitment, training and thereafter.**

(h) **Candidates will be provided a window of 03 days post-closing of the application window for corrections of details submitted during the application process. No further corrections/ amendments will be entertained thereafter.**

(j) Verification of documents including NCC certificates and photographs would be undertaken during the application process. Candidates found to declare counterfeit documents and/ or incorrect details shall be liable for disqualification.

LAST DATE OF ONLINE APPLICATION – 27 MAY 2024

WARNING

BEWARE OF AGENTS/ CHEATS/ TOUTS/ ANTI SOCIAL ELEMENTS

Persons claiming rapport with the officials of the Naval Recruitment Organisation may promise to get a candidate recruited and on that pretext may collect money. **WE WOULD LIKE TO ASSERT THAT SUCH A THING IS NOT POSSIBLE.** Approach the Police and lodge a FIR in case of any harassment by tout. All short-listed applicants are issued Call-up letter cum Admit Card. **Before succumbing to the promises of any agent think twice! If you think that you can get the things done unlawfully, you are bound to lose! You are advised to conduct yourself as a law-abiding citizen of the country and refrain from using unfair means.**

DISCLAIMER

The terms and conditions given in the advertisement are guidelines only and are subject to change without notice. Further, orders issued by the Government, as amended from time to time will apply for the selected candidates.

Form No. 49A

Application for Allotment of Permanent Account Number
[In the case of Indian Citizens/Indian Companies/Entities incorporated in India/
Unincorporated entities formed in India]

See Rule 114

To avoid mistake (s), please follow the accompanying instructions and examples before filling up the form

Only
'Individuals'
to affix recent
photograph
(3.5 cm x
2.5 cm)

Only
'Individuals'
to affix recent
photograph
(3.5 cm x
2.5 cm)

Assessing officer (AO code)

Area code	AO type	Range code	AO No.

Sign / Left Thumb impression
across this photo

Sir,

I/We hereby request that a permanent account number be allotted to me/us.

I/We give below necessary particulars:

Signature / Left Thumb Impression

1 Full Name (Full expanded name to be mentioned as appearing in proof of identity/date of birth/address documents: initials are not permitted)Please select title, ☒ as applicable
☐ Shri ☐ Smt. ☐ Kumari ☐ M/s

Last Name / Surname

First Name

Middle Name

2 Abbreviations of the above name, as you would like it, to be printed on the PAN card**3 Have you ever been known by any other name?**☐ Yes☐ No

(please tick as applicable)

If yes, please give that other name

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

Last Name / Surname

First Name

Middle Name

4 Gender (for Individual applicants only)☐ Male☐ Female☐ Transgender

(please tick as applicable)

5 Date of Birth/Incorporation/Agreement/Partnership or Trust Deed/ Formation of Body of individuals or Association of Persons

Day

Month

Year

6 Details of Parents (applicable only for individual applicants)

Whether mother is a single parent and you wish to apply for PAN by furnishing the name of your mother only?

☐ Yes ☐ No (please tick as applicable)

If yes, please fill in mother's name in the appropriate space provide below.

Father's Name (Mandatory except where mother is a single parent and PAN is applied by furnishing the name of mother only)

Last Name / Surname

First Name

Middle Name

Mother's Name (optional except where mother is a single parent and PAN is applied by furnishing the name of mother only)

Last Name / Surname

First Name

Middle Name

Select the name of either father or mother which you may like to be printed on PAN card (Select one only)

☐ Father's name ☐ Mother's name (Please tick as applicable)

(In case no option is provided then PAN card will be issued with father's name except where mother is a single parent and you wish to apply for PAN by furnishing name of the mother only).

7 Address**Residence 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 / Zip code

Country Name

Office Address

Name of office

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 / 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 person, who is required to quote Aadhaar number or the Enrolment ID of Aadhaar application form as per section 139 AA

Please mention your AADHAAR number (if allotted)

If AADHAAR number is not allotted, please mention the enrolment ID of Aadhaar application form

Name as per AADHAAR letter or card or as per the Enrolment ID of Aadhaar application form

13

Source of Income

☐ Salary

☐ Income from Business / Profession

☐ Income from House property

Business/Profession code

[For Code: Refer instructions]

☐ Capital Gains

☐ Income from Other sources

☐ 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), Proof of Address (POA) and Proof of Date of Birth (POB)

I/We have enclosed as proof of identity, as proof of address and as proof of date of birth.

[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]

[Annexure A, Annexure B & Annexure C are to be used wherever 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)

Note: As per provisions of Section 272B of the Income Tax Act., 1961, a penalty of ₹ 10,000 can be levied on possession of more than one PAN.

INSTRUCTIONS FOR FILLING FORM 49A

- (a) Form to be filled legibly in **BLOCK LETTERS** and preferably in **BLACK INK. Form should be filled in English only**
- (b) Each box, wherever provided, should contain only one character (alphabet /number / punctuation sign) leaving a blank box after each word.
- (c) 'Individual' applicants should affix two recent colour photographs with white background (size 3.5 cm x 2.5 cm) in the space provided on the form. The photographs should not be stapled or clipped to the form. The clarity of image on PAN card will depend on the quality and clarity of photograph affixed on the form.
- (d) Signature / Left hand thumb impression should be provided across the photo affixed on the left side of the form in such a manner that portion of signature/impression is on photo as well as on form.
- (e) Signature /Left hand thumb impression should be **within the box** provided on the right side of the form. The signature should not be on the photograph affixed on right side of the form. If there is any mark on this photograph such that it hinders the clear visibility of the face of the applicant, the application will not be accepted.
- (f) Thumb impression, if used, should be attested by a Magistrate or a Notary Public or a Gazetted Officer under official seal and stamp.
- (g) AO code (Area Code, AO Type, Range Code and AO Number) of the Jurisdictional Assessing Officer must be filled up by the applicant. These details can be obtained from the Income Tax Office or PAN Centre or websites of PAN Service Providers on **www.utiitsl.com** or **www.protean-tinpan.com**
- (h) Guidelines for filling the Form 49A:

[illegible]

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[illegible]

Applicants other than 'Individuals' may ignore above instructions.

Non-Individuals should write their full name starting from the first block of Last Name/Surname. If the name is longer than the space provided for the last name, it can be continued in the space provided for First and Middle Name.

Non-Individuals should write their full name starting from the first block of Last Name/Surname. If the name is longer than the space provided for the last name, it can be continued in the space provided for First and Middle Name.

For example **XYZ DATA CORPORATION (INDIA) PRIVATE LIMITED** should be written as :

[illegible]

For example **MANOJ MAFATLAL DAVE (HUF)** should be written as :

[illegible]

In case of Company, the name should be provided without any abbreviations. For example, different variations of 'Private Limited' viz. Pvt Ltd, Private Ltd, Pvt Limited, P Ltd, P. Ltd., P. Ltd are not allowed. It should be 'Private Limited' only.

In case of sole proprietorship concern, the proprietor should apply for PAN in his/her own name.

Name should not be prefixed with any title such as Shri, Smt, Kumari, Dr., Major, M/s etc.

2	Abbreviation of the full name to be printed on the PAN card
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Individual applicants should provide full/abbreviated name to be printed on the PAN card. Name, if abbreviated, should necessarily contain the last name. For example:

SATYAM VENKAT M. K. RAO which is written in the Name field as :

[illegible]

Can be written as in 'Name to be printed on the PAN Card' column as

SATYAM VENKAT M. K. RAO or

S. V. M. K. RAO or

SATYAM V. M. K. RAO

For non individual applicants, this should be same as last name field in item no. 1 above.

3	Have you ever been known by any other name?
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If applicant selects 'Yes', then it is mandatory to provide details of the other name. Instructions in Item No. 1 with respect to name apply here. Title should be similar to the title mentioned in item No. 1.

4	Gender	This field is mandatory for Individuals. Field should be left blank in case of other applicants.																
5	Date of Birth/Incorporation / Agreement / Partnership or Trust Deed / Formation of Body of Individuals / Association of Persons	<p>Date cannot be a future date. Date: 2nd August 1975 should be written as:</p> <table border="1"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td></tr> <tr> <td>0</td><td>2</td><td>0</td><td>8</td><td>1</td><td>9</td><td>7</td><td>5</td></tr> </table> <p>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.</p>	D	D	M	M	Y	Y	Y	Y	0	2	0	8	1	9	7	5
D	D	M	M	Y	Y	Y	Y											
0	2	0	8	1	9	7	5											
6	Details of Parents (Applicable to Individuals only)	<p>Instructions in Item No.1 with respect to name apply here.</p> <p>Whether mother is a single parent and you wish to apply for PAN by furnishing mother's name only?</p> <p>It is mandatory for Individual applicants to select the flag (i.e. 'Yes' or 'No').</p> <p>This flag should be selected as 'Yes' only if (i) Mother is a single parent, and (ii) You wish to apply for PAN using mother's name only. Father's name should be left blank.</p> <p>If the flag is selected as 'No', then father's name is mandatory. For such cases, mother's name is optional.</p> <p>Father's Name: It is mandatory for Individual applicants (except for cases where mother is a single parent) to provide father's name. Married woman applicant should also give father's name and not husband's name.</p> <p>Mother's Name: This is an optional field. Mother's name is mandatory if the flag value (i.e. Whether mother is a single parent and you wish to apply for PAN by furnishing mother's name only?) is selected as 'Yes'.</p> <p>Name to be printed on the PAN card: Appropriate flag should be selected to indicate the name (out of the father's name and mother's name given in the form) to be printed on the PAN card. If the 'Mother as a Single Parent' field is selected as 'Yes', then mother's name flag should only be selected for the name to be printed on the PAN Card.</p> <p>If none of the option is selected, then father's name shall be considered for printing on the PAN card. In case of mother as a single parent, mother's name shall be considered for printing on the PAN Card.</p>																
7	Address - Residence and office	<p>R - Residence Address: For Individuals, HUF, AOP, BOI or AJP, residential address is mandatory. Other applicants should leave this field blank.</p> <p>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.</p>																
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 Email ID	<p>(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</p> <table border="1"> <tr> <td>Country code</td> <td>STD Code</td> <td>Telephone Number / Mobile number</td> </tr> <tr> <td>91</td> <td>11</td> <td>23555705</td> </tr> </table> <p>Where '91' is the country code of India and 11 is the STD Code of Delhi.</p> <p>(ii) Mobile number 9102511111 of India should be written as</p> <table border="1"> <tr> <td>Country code</td> <td>STD Code</td> <td>Telephone Number / Mobile number</td> </tr> <tr> <td>91</td> <td></td> <td>9102511111</td> </tr> </table> <p>Where '91' is the country code of India.</p> <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.</p> <p>(3) Application status updates are sent using the SMS facility on the mobile numbers mentioned in the application form.</p>	Country code	STD Code	Telephone Number / Mobile number	91	11	23555705	Country code	STD Code	Telephone Number / Mobile number	91		9102511111				
Country code	STD Code	Telephone Number / Mobile number																
91	11	23555705																
Country code	STD Code	Telephone Number / Mobile number																
91		9102511111																

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 a person, who is required to quote Aadhaar number or the Enrolment ID of Aadhaar application form as per section 139AA.	<p>Aadhaar Number</p> <p>As per provisions of section 139AA of Income Tax Act, 1961, Aadhaar number has to be provided. Copy of Aadhaar letter/card shall be provided as proof of Aadhaar.</p> <p>Enrolment ID (EID) of application for Aadhaar</p> <p>Only if Aadhaar is not allotted to the applicant, then EID (which includes date & time of enrolment) for Aadhaar shall be provided. Copy of EID receipt shall be provided as proof of enrolment.</p> <p>As specified by Ministry of Finance, Government of India notification No. 37/2017, F. No. 370133/6/2017-TPL dated May 11, 2017, it would be optional to mention Aadhaar as well as EID for the individuals (i) residing in the States of Assam, Jammu and Kashmir and Meghalaya; (ii) a non-resident as per the Income-tax Act, 1961; (iii) of the age of eighty years or more at any time during the previous year;</p> <p>Name as per Aadhaar letter/card or Enrolment ID for Aadhaar application form</p> <ul style="list-style-type: none">If the Aadhaar is provided by the applicant, then name as per AADHAAR letter/card has to be provided;If EID is provided by the applicant, then name as appearing on EID receipt has to be provided in this field. <p>Supporting documents of Proof of Identity, Address and Date of Birth (other than Aadhaar) as specified in Rule 114(4) of Income Tax Rules, 1962 will be applicable for cases where there is mismatch in PAN application and Aadhaar data or EID is provided by the PAN applicant or the applicant is covered by Ministry of Finance, Government of India notification No. 37/2017, F. No. 370133/6/2017-TPL dated May 11, 2017.</p>																																												
13	Source of Income	<p>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.</p> <p>Please refer the table given below to select the business/profession code:</p> <table><tr><th>Code</th><th>Business/ Profession</th><th>Code</th><th>Business/ Profession</th></tr><tr><td>01</td><td>Medical Profession and Business</td><td>11</td><td>Films, TV and such other entertainment</td></tr><tr><td>02</td><td>Engineering</td><td>12</td><td>Information Technology</td></tr><tr><td>03</td><td>Architecture</td><td>13</td><td>Builders and Developers</td></tr><tr><td>04</td><td>Chartered Accountant/ Accountancy</td><td>14</td><td>Members of Stock Exchange, Share Brokers and Sub-Brokers</td></tr><tr><td>05</td><td>Interior Decoration</td><td>15</td><td>Performing Arts and Yatra</td></tr><tr><td>06</td><td>Technical Consultancy</td><td>16</td><td>Operation of Ships, Hovercraft, Aircrafts or Helicopters</td></tr><tr><td>07</td><td>Company Secretary</td><td>17</td><td>Plying Taxis, Lorries, Trucks, Buses or other Commercial Vehicles</td></tr><tr><td>08</td><td>Legal Practitioner and Solicitors</td><td>18</td><td>Ownership of Horses or Jockeys</td></tr><tr><td>09</td><td>Government Contractors</td><td>19</td><td>Cinema Halls and Other Theatres</td></tr><tr><td>10</td><td>Insurance Agency</td><td>20</td><td>Others</td></tr></table>	Code	Business/ Profession	Code	Business/ Profession	01	Medical Profession and Business	11	Films, TV and such other entertainment	02	Engineering	12	Information Technology	03	Architecture	13	Builders and Developers	04	Chartered Accountant/ Accountancy	14	Members of Stock Exchange, Share Brokers and Sub-Brokers	05	Interior Decoration	15	Performing Arts and Yatra	06	Technical Consultancy	16	Operation of Ships, Hovercraft, Aircrafts or Helicopters	07	Company Secretary	17	Plying Taxis, Lorries, Trucks, Buses or other Commercial Vehicles	08	Legal Practitioner and Solicitors	18	Ownership of Horses or Jockeys	09	Government Contractors	19	Cinema Halls and Other Theatres	10	Insurance Agency	20	Others
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14	Name and address of Representative Assessee	<p>Section 160 of Income Tax Act, 1961 provides that any 'specified 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 are also required for representative assessee.</p>																																												
15	Proof of Identity, Proof of Address and Proof of Date of Birth documents	<p>It is mandatory to attach proof of identity, proof of address and proof of date of birth with PAN application. Documents should be in the name of applicant. List of documents which will serve as proof of identity, address and date of birth for each status of applicant is as given below:</p>																																												

Document acceptable as proof of identity, address and date of birth as per Rule 114 of Income Tax Rules, 1962		
Proof of Identity	Proof of Address	Proof of date of birth
Indian Citizens (including those located outside India)		
Individuals & HUF		
<p>(i) Copy of</p> <p>a. Aadhaar Card issued by the Unique Identification Authority of India; or</p> <p>b. Elector's photo identity card; or</p> <p>c. Driving License; or</p> <p>d. Passport; or</p> <p>e. Ration card having photograph of the applicant; or</p> <p>f. Arm's license; or</p> <p>g. Photo identity card issued by the Central Government or State Government or Public Sector Undertaking; or</p> <p>h. Pensioner card having photograph of the applicant; or</p> <p>i. Central Government Health Service Scheme Card or Ex-Servicemen Contributory Health Scheme photo card; or</p> <p>(ii) Certificate of identity in Original signed by a Member of Parliament or Member of Legislative Assembly or Municipal Councilor or a Gazetted officer, as the case may be; or</p> <p>(iii) Bank certificate in Original on letter head from the branch (alongwith name and stamp of the issuing officer) containing duly attested photograph and bank account number of the applicant</p>	<p>(i) Copy of</p> <p>a. Aadhaar Card issued by the Unique Identification Authority of India; or</p> <p>b. Elector's photo identity card; or</p> <p>c. Driving License; or</p> <p>d. Passport; or</p> <p>e. Passport of the spouse; or</p> <p>f. Post office passbook having address of the applicant; or</p> <p>g. Latest property tax assessment order; or</p> <p>h. Domicile certificate issued by the Government; or</p> <p>i. Allotment letter of accommodation issued by Central or State Government of not more than three years old; or</p> <p>j. Property Registration Document; or</p> <p>(ii) Copy of following documents of not more than three months old</p> <p>(a) Electricity Bill; or</p> <p>(b) Landline Telephone or Broadband connection bill; or</p> <p>(c) Water Bill; or</p> <p>(d) Consumer gas connection card or book or piped gas bill; or</p> <p>(e) Bank account statement or as per Note 2 ; or</p> <p>(f) Depository account statement; or</p> <p>(g) Credit card statement; or</p> <p>(iii) Certificate of address in Original signed by a Member of Parliament or Member of Legislative Assembly or Municipal Councilor or a Gazetted officer, as the case may be; or</p> <p>(iv) Employer certificate in original.</p>	<p>Copy of</p> <p>a. Birth Certificate issued by the Municipal Authority or any office authorized to issue Birth and Death Certificate by the Registrar of Birth and Death or the Indian Consulate as defined in clause (d) of sub-section (1) of section 2 of the Citizenship Act, 1955 (57 of 1955); or</p> <p>b. Pension payment order; or</p> <p>c. Marriage certificate issued by Registrar of Marriages; or</p> <p>d. Matriculation Certificate or Mark Sheet of recognized board or</p> <p>e. Passport; or</p> <p>f. Driving License; or</p> <p>g. Domicile Certificate issued by the Government; or</p> <p>h. Aadhaar Card issued by the Unique Identification Authority of India; or</p> <p>i. Elector's photo identity card; or</p> <p>j. Photo identity card issued by the Central Government or State Government or Public Sector Undertaking or State Public Sector Undertaking; or</p> <p>k. Central Government Health Service Scheme photo Card or Ex-Servicemen Contributory Health Scheme photo card; or</p> <p>l. Affidavit sworn before a magistrate stating the date of birth.</p>
<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 as proof of identity, address and date of birth.</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 (not more than three months old) shall be the proof of address.</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	Association of Persons (Trust)	Copy of trust deed or copy of certificate of registration number issued by Charity Commissioner.
5	Association of Persons, 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 Protean), 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) / Protean website (www.protean-tinpan.com).
- (b) The fee for processing PAN application is as under:
- If physical PAN Card is required, ₹ 107/- (including goods & service tax) will have to be paid by the applicant. In case, the PAN card is to be dispatched outside India then additional dispatch charge of ₹ 910/- will have to be paid by applicant.
 - If physical PAN Card is not required ₹ 72/- (including goods & service tax) will have to be paid by the applicant. PAN applicants will have to mention on the top of the application form **“Physical PAN Card not required”**. In such cases, email ID will have to be mandatorily provided to receive e-PAN Card.
- (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:

Mode	Income-tax Department	Protean
Website	www.incometaxindia.gov.in	www.protean-tinpan.com
Call Center	1800-180-1961	020-27218080
Email ID		tininfo@proteantech.in
SMS		SMS PTNPAN <space>acknowledgment no. & sent to 57575 to obtain application status. For example -->Type 'PTNPAN 8810101010100' and sent to 57575
Address		INCOME TAX PAN SERVICES UNIT (Managed by Protean eGov Technologies Limited (formerly NSDL e-Governance Infrastructure Limited), 4th floor, Sapphire Chambers, Baner Road, Baner, Pune 411045.