

CHECKLIST FOR FILLING UP NPS DOCUMENTS/INFORMATION

(ENSURE TO FILL UP THE NPS SUBSCRIPTION REGISTRATION FORM REFERRING TO
THE FOLLOWING INSTRUCTIONS COMPLETELY AND FORWARD THE HARD COPY THROUGH BRANCH MANAGER /
REPORTING AUTHORITY DIRECTLY TO

Indian Bank

**CO HRM Department, NPS Section
254-260 Avvai Shanmugam Salai
Royapettah, Chennai 600014.**

		Information required in CSRF form	Documents required with CSRF form	
			Colour Photograph to be affixed on the form	
		Tick on Corporate Sector		
Point 1	PERSONAL DETAILS	Name (First name, Middle name, Last name)		
		Father's name		
		Mother's name		
		Date of birth		
		City of birth		
		Country of birth		
		Gender		
		Marital status		
Point 2	PROOF OF IDENTITY	provide details	Self Attested ID PROOF required	
Point 3	PROOF OF ADDRESS	provide details	Self Attested Address proof required	
Point 4.1	CORRESPONDENCE ADDRESS DETAILS	provide details	Address Proof mandatory	
Point 4.2	PERMANENT ADDRESS DETAILS	provide details	* If different address is given for correspondence & permanent address, proof for both address to be provided	
Point 5	CONTACT DETAILS	Mobile number and email ID mandatory		
Point 6	OTHER DETAILS	Tick relevant fields		

point 7	SUBSCRIBER BANK DETAILS	Fill all fields with detail of Indian Bank account only	Cancelled cheque leaf/clear copy of passbook first page	
Point 8	SUBSCRIBER NOMINATION DETAILS	Fill relevant fields (mandatory)	DOB and Guardian mandatory if nominee is a minor	
Point 9	NPS OPTION DETAILS	Not required		
Point 10	PENSION FUND (PF) SELECTION AND INVESTMENT OPTION	Not required		
Point 11	DECLARATION ON FATCA	Signature Mandatory Tick US Person NO,		
Point 12	DECLARATION BY SUBSCRIBER	Provide date and signature & Affix Signature (mandatory) in black ink		
Point 13	DECLARATION BY EMPLOYER	Not required		
Point 14	DECLARATION BY EMPLOYER/CORPORATE	Provide all details, date of joining, date of retirement, 5 digit SR Number , date, place and to be signed by Branch/Department Head with seal.		