



RAAM & ASSOCIATES LLP

COMPANY SECRETARIES & TRADEMARK AGENT &
IP ATTORNEYS

DIRECTOR IDENTIFICATION NUMBER (“DIN”)

DIN – INDIAN DIRECTOR

PROOF OF IDENTITY

- PAN CARD _MANDATORY_ SELF ATTESTED COPY;
- AADHAR CARD _MANDATORY_ SELF ATTESTED COPY;

PROOF OF RESIDENCE – ANY ONE

- PASSPORT Self Attested _ Valid Copy;
- ELECTION (VOTER ID CARD) Self Attested;
- DRIVING LICENSE Self Attested _ Valid Copy;
- ELECTRICITY BILL Self Attested – Not older than two months from the date of application of DIN
- TELEPHONE BILL Self Attested – Not older than two months from the date of application of DIN
- BANK ACCOUNT STATEMENT Self Attested – Not older than two months from the date of application of DIN

DIN – INDIAN DIRECTOR

OTHER REQUIREMENTS:-

- LATEST PASSPORT SIZE COLOUR PHOTOGRAPH;
- EMAIL ID;
- MOBILE NO;
- OCCUPATION OF APPLICANT;
- EDUCATIONAL QUALIFICATION – PROOF OF QUALIFICATION CERTIFICATES;
- PLACE OF BIRTH- A COPY OF BIRTH CERTIFICATE;
- DIGITAL SIGNATURE OF APPLICANT(DSC);

DIN – FOREIGN DIRECTOR

PROOF OF IDENTITY

- PASSPORT Mandatory – Self Attested clear copy.

PROOF OF RESIDENCE – ANY ONE

- PASSPORT Self Attested _ Valid Copy;
- NATIONAL ID - Self Attested;
- DRIVING LICENSE Self Attested _ Valid Copy;
- ELECTRICITY BILL Self Attested – Not older than 1 years from the date of application of DIN
- TELEPHONE BILL Self Attested – Not older than 1 years from the date of application of DIN
- BANK ACCOUNT STATEMENT Self Attested – Not older than 1 years from the date of application of DIN

DIN – FOREIGN DIRECTOR

ATTESTATION OF ALL DOCUMENTS INCLUDING PHOTOGRAPH

- Indian Embassy or a Notary in the Home Country of the Applicant; or
- Managing Director / CEO / Company Secretary of the Company Registered in India;

ATTESTATION OF FOLLOWING CATEGORY OF APPLICANTS I.E.

- A Foreign Director has a valid multiple entry Indian Visa; or
- Person of Indian Origin Card;
- Overseas Citizen of India Card;

BY PUBLIC NOTARY / GAZZETED OFFICER IN INDIA OR A PRACTICING CA / CS / COST ACCOUNTANT;

DIN – FOREIGN DIRECTOR

OTHER REQUIREMENTS:-

- LATEST PASSPORT SIZE COLOUR PHOTOGRAPH;
- EMAIL ID;
- MOBILE NO;
- OCCUPATION OF APPLICANT;
- EDUCATIONAL QUALIFICATION – PROOF OF QUALIFICATION CERTIFICATES;
- PLACE OF BIRTH- A COPY OF BIRTH CERTIFICATE;
- DIGITAL SIGNATURE OF APPLICANT(DSC);

DISCLAIMER

This note was created using various articles extracted from research articles available online and it contains general information about legal matters. The information is not advice, and should not be treated as such. The legal information on this note is provided “as is” without any representations or warranties, express or implied.

You must not rely on the information on this note as an alternative to legal advice from your attorney or other professional legal services provider. If you have any specific questions about any legal matter you should consult your attorney or other professional legal services provider.

You should never delay seeking legal advice, disregard legal advice, or commence or discontinue any legal action because of information on this note.

