



LEAFLET ON APPLICATION FORM RECEIPT, FILLING UP AND SUBMISSION

APPLICATION FORM RECEIPT

1. Application Forms will be distributed to the public house to house free of cost.
2. If not received during house to house distribution, or lost or damaged, Application Form can also be obtained from the designated NSK. The Application Form can be filled-up in Assamese, Bengali and English.
3. Application Form can also be downloaded from website of NRC Assam (www.nrcassam.nic.in).
4. Photocopy of blank Application Form can also be used.
5. One Application Form has space for providing responses up to 6 members of the family. In case of families with more than 6 (six) members additional Forms shall be used.

APPLICATION FORM FILL UP

GENERAL INSTRUCTIONS

1. The head of family shall apply for all the members of the household.
2. Instructions for filling up the form is printed on the Application Form itself.
3. The head of the family shall also ensure inclusion of names of those members who may not presently be residing in Assam, or may be residing in any other state of the country or outside the country.
4. Usually, the Application for inclusion in NRC shall be made by the head of the family detailing particulars of all family members.
5. In case of institutional homes such as orphanages, old age homes, asylums etc, the responsibility of providing requisite details of the inmates shall lie on the head of the institutions.
6. In case of a disabled person, the responsibility of reporting the particulars of the person shall be that of the head of the family/ Legal Guardian.
7. In case of families, whose head of family resides at some other place due to service or otherwise, and therefore unable to apply, any other responsible adult member of the family may apply.
8. "D" voters can apply for inclusion of their names in the updated NRC. However, their names will be finally included only when the appropriate Foreigners Tribunal declare them as non-foreigners.
9. Application Form can also be submitted online at the website of NRC, Assam (www.nrcassam.nic.in)

PRE-REQUISITE OF FILLING UP THE APPLICATION FORM

1. **Collection of documents to prove eligibility for inclusion in NRC**
Before filling up of the Application Form the family would ensure collection of all details required to be furnished with the Application Form for securing inclusion in the updated NRC.

There will be two requirements for inclusion of names of any person in updated NRC:

- (A) **The first requirement is collection of ANY OF the following documents of List A issued before midnight of 24th March, 1971 where name of self or ancestor appears (to prove residence in Assam up to midnight of 24th March, 1971.**

LIST A - COLLECTION OF DOCUMENTS TO PROVE RESIDENCE IN ASSAM UP TO MIDNIGHT OF 24TH MARCH, 1971

- (1) 1951 NRC OR
- (2) Electoral Roll(s) upto 1971 OR
- (3) Land & Tenancy Records OR
- (4) Citizenship Certificate OR
- (5) Permanent Residential Certificate OR
- (6) Refugee Registration Certificate OR
- (7) Passport OR
- (8) LIC OR
- (9) Any Govt issued License/Certificate OR
- (10) Govt Service/ Employment Certificate OR
- (11) Bank/Post Office Accounts OR
- (12) Birth Certificate OR
- (13) Board/University Educational Certificate OR
- (14) Court Records/ Processes.

Further, two other documents viz (1) Circle Officer/ GP Secretary Certificate in respect of married women migrating after marriage (can be of any year before or after 24th March (midnight) 1971), and (2) Ration Card issued upto the midnight of 24th March, 1971, can be adduced as supporting documents. However, these two documents shall be accepted only if accompanied by any one of the documents in List A.

Office of the State Coordinator of National Registration (NRC) Assam NRC Details	
Selected District : গোলাঘাট	Village : ওৰ্ড নং ৩
Name : শঙ্কৰ চন্দ্ৰ বৰুৱা	Father/Husband Name : কমল কৃষ্ণ
Image District Name : শিৱসাগৰ	Subdivision Name : গোলাঘাট
Thana Town : গোলাঘাট	Mauza : মৌখোৰা
House No : 129	Sl. No. In House : 1
Age : 57	Gender : ম
Legacy Data Code : 210-0014-2674	
Image Id : 11112332	
Generated by DLDD Version 3.0	

Image 1: Sample of Legacy Data Slip (NRC of 1951)

Office of the State Coordinator of National Registration (NRC) Assam Voter Details	
Selected District : কামৰূপ(সেই)	Village : ৱাৰ্ড নং-১১ (শিলপুখুৰী)
Name : অমল্য চৌধুৰী	Father/Husband Name : নীলকান্ত
Voter Sl. No. : 449	LAC : ৫৮ নং পূৱ গুৱাহাটী সমষ্টি
Image District Name : কামৰূপ	Circle Name : গুৱাহাটী
Subdivision Name : ---	Thana Town : গুৱাহাটী
Mauza : উলুবাৰী	Block : 136
Vote Year : 1970	Gender : ম
Legacy Data Code : 160-3011-6409	Age : 25
Image Id : 06201076	
Generated by DLDD Version 3.0	

Image 2: Sample of Legacy Data Slip (Voter List of 1970)

Points to be remembered regarding collection of documents to prove residence in Assam upto midnight of 24th march, 1971 :

1. Providing **ANY ONE** of these documents of **ANY PERIOD** upto midnight of 24th March, 1971 shall be enough to prove eligibility for inclusion in updated NRC.
2. Rumour about requirement of documents only of pre-1966 period is baseless.
3. NRC 1951 and Electoral Rolls up to 24th March (midnight) 1971, as available, has been published by the Government in NRC Seva Kendras (NSKs) across the state. Free of cost printout of such records in the form of Legacy Data Slip may be obtained from NSKs.
4. The same can also be accessed through the website of NRC, Assam (www.nrcassam.nic.in).

5. In case of the other admissible document required to prove residence in Assam up to midnight of 24th March, 1971 from sl. 3 onwards in list A, the applicant shall be submitting the admissible documents available with them. In case the applicant had lost or misplaced the documents required, they may approach the office from which the documents were issued for obtaining duplicate/certified copies.
6. In order to establish linkage with parent, the married women who had migrated after marriage may provide certificate issued by Circle Officer/GP Secretary. Submission of such certificate is not mandatory. Only in absence of any other legally admissible document to proof linkage, such certificate may be necessary.
7. Even if anyone's name, age etc. is wrongly recorded in NRC 1951 or in any of the Electoral Rolls upto 1971, there would be ample scope for citizens to prove their linkage with the correct person during Field Verification. Affidavits, if submitted, will be received but corrections mentioned therein would be effected only after satisfactory verification of its particulars by verifying officials.

Where to cite any one of these documents from List A in the Application Form?

Reference of the document issued before 24th March (midnight), 1971 shall be provided in Q. 9a & Q. 9b or in Q. 10a & 10b or in Q. 11a & Q. 11b that appear on Side C of the Application Form. Only photocopies of such documents to be submitted. Original to be shown during verification. The documents should be self-attested. Public are advised to get only A-4 size photocopies of documents. Photocopies of documents to be done only in one side of a page, the other side/back side remaining blank.

- (B) **The Second requirement arises if name in any of the documents of List A is not that of the applicant himself/herself but that of an ancestor, namely, father or mother or grandfather or grandmother or great grandfather or great grandmother (and so on) of the applicant. In such cases, the applicant shall have to submit documents as in List B below to establish relationship with such ancestor, i.e., father or mother or grandfather or grandmother or great grandfather or great grandmother etc. whose name appears in List A. Such document shall have to be a legally acceptable document which clearly proves such relationship.**

LIST B - PROVIDING LINKAGE/RELATIONSHIP WITH THE PERSON APPEARING IN LIST A

- (1) Birth Certificate OR
- (2) Land document OR
- (3) Board/University Certificate OR
- (4) Bank/LIC/Post Office records OR
- (5) Circle Officer/GP Secretary Certificate OR
- (6) Electoral Roll OR
- (7) Ration Card OR
- (8) any other acceptable document

For example, the Birth Certificate gives the name of the father/ mother and the child together in one place and can prove the parent-child relationship. Similarly, a land mutation document carrying the name of both the child and the father/ mother can be used to prove a parent-child relationship. Electoral Roll also may carry the name of the father and child together and can be used to establish the parent-child relationship.

Points to be remembered regarding providing linkage with the name of the person appearing in any of the documents in List-A:

- Documents given in List B is only supportive.
- In order to prove linkage with parent or ancestor any legally acceptable document which establishes the relationship in clear terms between (1) the member of the family, and (2) the name of person whose name appears in any of the documents in list A would be acceptable. Such documents should be verifiable with the originals available with the issuing authority.
- These relationship/linkage documents can be issued before or after 24th March (midnight) 1971.
- In order to establish linkage with parent, the married women who had migrated after marriage may provide certificate issued by Circle Officer/GP Secretary. Submission of such certificate is not mandatory. Only in absence of any other legally admissible document to proof linkage, such certificate may be necessary

Where to cite any one of these documents from List B in the Application Form?

Reference of the document in list B shall be provided in Q. 9c & Q. 9d or in Q. 10c & 10d or in Q. 11c & Q. 11d that appear on Side C of the Application Form. Only photocopies of such documents to be submitted. Original to be shown during verification. The documents should be self-attested. Public are advised to get only A-4 size photocopies of documents. Photocopies of documents to be done only one side of a page, the other side/back side remaining blank.

2. Arrange for 2.5 cm x 2.5 cm colour photograph in white background for every member of the family:

Every member of the family will be required to provide colour photograph in the Application Form. For photograph the face must be taken from a full frontal position and the face should cover 80% of the area of the frame. The eyes must be open, level and clearly visible within the indicated area. The photograph should be in colour on white background and of the size 2.5 cm x 2.5 cm. Photo should present full head from top of head to bottom of chin and centered within the frame. There should not be any distracting shadows on the face or on the background. Head coverings are not permitted except for religious reasons, but the facial features from bottom of chin to top of forehead and both edges of the face must be clearly shown. The expression on the face should look natural. The photograph should be pasted properly using good quality glue. In any case, staple or pin should not be used.

NRC APPLICATION FORM - OVERVIEW

Side-A

Individual particulars such as name, mobile number, age, sex, education, occupation etc shall be provided in Side A of the Application Form.

Side A of the Application Form contains a table for 'INDIVIDUAL DETAILS OF FAMILY MEMBERS'. It includes fields for Member Serial No., Name of the Person in full, Landline/Mobile No., Date of Birth, Nationality, and names of parents. Below the table is a 'LIST A (Illustrative Documents)' section and a 'LIST B' section with checkboxes for various documents like 1951 NRC, Board University Educational certificate, etc.

Side A of the Application Form

Side-B

Location particulars related to permanent address, present address and place of birth to be provided in the Side B. Photograph of individual members shall also be captured in Side B.

Side B of the Application Form contains a table for 'INDIVIDUAL DETAILS OF FAMILY MEMBERS'. It includes fields for Present Address, Permanent Address, Place of Birth, and Current Colour Photograph. The table has columns for Name, Address, and Photo (2.5cm X 2.5cm).

Side B of the Application Form

Side-C

The most important conditions for eligibility of inclusion of the applicants shall be determined by the particulars provided in Side C.

Side C of the Application Form contains a table for 'LEGACY DATA' and 'Relationship with the person'. It includes fields for Name of person with whom linkage claimed, NRC 1951 Legacy Data Code, and SI No. of self-attested documentary proof of relationship from List B.

Side C of the Application Form

Side-D

The questions in Side D shall be applicable for people shall be applicable to people who stayed in any place other than the state of Assam up to 24th March (midnight) 1971. Persons who are originally inhabitants of Assam and their children and descendants who are citizens of India staying in place other than the state of Assam upto 24th March 1971 may give their particulars here.

Side D of the Application Form contains 'INSTRUCTION FOR FILLING UP OF FORM'. It includes a table for 'INDIVIDUAL DETAILS OF FAMILY MEMBERS' with fields for Name, Address, and Photo. Below the table are instructions for filling up the form, including a section for 'Type of Household (Tick (✓) on the applicable)' and a 'BARCODE' section.

Side D of the Application Form

HOW TO FILL UP THE APPLICATION FORM?

Application Form shall be filled up using **BLACK BALL POINT PEN**. While filling up the Form in English, all answers to be filled in **CAPITAL LETTERS**. The NRC Application Form shall have particulars recorded for individual members of the family. Each Form has the particulars of capturing details up to 6 (six) members of the family. In case a family has more than 6 (six) members, additional Forms shall be used.

SIDE-A

Member Serial No.

Member Serial No.

Serial number to start with the head of the family as "1". In case of families having more than 6 (six) members, additional Forms shall be used, in which this column need not start with the head of the family. The additional Forms shall start with SI 7 or SI 13 or SI 19 onwards.

The same order of Member Serial No written on the first page, Side A, shall be followed throughout in all 4 (four) pages of the Form. For example : In case of an imaginary family, on Side A, that is on the first page of the form, if the Head of the Family is marked as Member Serial No 1, wife of the head of the family is marked as Member Serial No 2, the son of the head of the family is marked as Member Serial No 3, the daughter in law is marked as Member Serial No 4, first child of Member Serial no 3 & 4 is marked as Member Serial No 5, and the second child of Member Serial no 3 & 4 is marked as Member 6, then the same order of numbering Member Serial Number and filling up particulars to the Questions of the Form shall be maintained in rest of the 3 pages of the Form.

Q1a Name of the person in full *(start with the head of family)

Starting with the Head of the Family, name of each member should be written in full in Block Letters against the Family Serial No. There are two lines provided for filling up the name here. Part

Form for Q. 1a Name of the Person in full (Start with the head of family) 2 and Q. 1b Landline/Mobile No. It shows a box for the name and a box for the landline/mobile number.

of the space in two lines or the entire space can be used.

Q1.b Landline / Mobile Number

Telephone/Mobile number to be written of the individual member named at Q.1a. In case, such number is not available, this need not be filled up.

2a. Relationship to head: Relationship of individual member to the Head of the family shall be written here selecting from the codes given at the bottom of the page (Side -A) as Q. 2a^{2a}. For example, in case of Member SI. No. 1, the Head of the family shall mark his/her relationship to the Head of the family as "1"

in the given space indicating the relationship as "Head" himself/herself. In case of other members, the respective relationship to the Head of the family shall be selected from the same list and written in the space provided. For example, If the Head of the family is the "Father" of Member SI. No. 3, then the Member SI No 3 will write his/her relation to the Head as Code "5" indicating Father in the space provided. In case of others, Code and Description both shall be provided.

Form for Q. 2a Relationship to head, Q. 2b Sex, and Q. 2c Marital Status. It shows boxes for relationship to head, sex, and marital status.

Particulars of relatives, domestics helps etc. staying in the household should not be provided and they shall apply only with their original families.

The codes as given in the bottom of Side A for Q. 2a are :

Q. 2a	Head/Self.....1	Great Grandfather/
	Spouse.....2	Great Grandmother.....7
	Son/Daughter.....3	Father/Mother
	Grandson/	in Law.....8
	Granddaughter... 4	Legal Guardian.....9
	Father/Mother.....5	Institutional Head.....10
Grandfather/	Others: please specify..11	
Grandmother.....6		

Q 2b. Sex

Write the applicable code given at the bottom of the page under Q.2b^{2b} for marking sex of the individual member. Applicable code for Male is numeric 1, for Female is numeric 2 and for Others is numeric 3.

Q. 2c Marital Status

Applicable marital status of individual members shall be written in Code selecting from the list provided at the bottom of the page as Q2c^{2c} For e.g. if any individual member is never married (unmarried), put "1". If another member is currently married (married) then he or she is required to put "2".

Q. 2c	Never married.....1	Widowed.....3
	Currently married.....2	Separated.....4
		Divorced.....5

Q.3a. Date of Birth

Write the date of birth as per English calendar in DD/MM/YYYY format. For e.g, if one is born on 22nd January of the year 1988, then he or she needs to indicate his or her date of birth as 22-01-1988. In case of individuals with no knowledge of their exact date of birth, they will keep this column as blank and declare their approximate age in years under Q.3b.

Q. 3 a 3a Date of Birth			
Q. 3 b Age (as declared)			
(as on 1st April, 2015)			
3a			
D	D	M	M
Y	Y	Y	Y
3b			
Age (In Years)			

Q.3b. Age (as declared) (as on 1st April 2015)

In case of no knowledge of exact date of birth, age shall be declared here in years. Those who have provided answer to Q. 3a may leave the Q. 3b blank. For e.g if a person is born in 1988 but is not aware on exactly which date, then he or she will write his/her age against this column as 27 years. Mentioning of the actual date of birth in respect of children born after 1st April, 2015 is mandatory.

Q.4a Nationality (as declared)

Nationality, as declared by the individual, shall be provided. If the individual member declares himself/herself to be Indian, then numeric '1' shall be written in the space provided. In case the individual member declares his/her nationality to be other than Indian, then the name of the country shall be written. It may be noted that nationality recorded here is as declared by the applicant. This does not confer any right to Indian citizenship.

Q. 4b Educational Qualification

Educational Qualification of individual members will be filled up writing the applicable numeric code selecting from the list given at the bottom of the page (Side A) under Q 4b^{4b} "Educational Qualification of Individual Member". In case of others, Code and description both shall be provided.

Q. 4 a	4a Nationality ³ (as declared)
	4b Educational Qualification
	4c Occupational Activity
4a	Nationality
4b	Education
4c	Occupation

Q. 4b	Illiterate 1	Secondary 5
	Literate but below primary 2	Higher Secondary 6
	Primary 3	Graduate or Higher 7
	Middle 4	Others: please specify ... 8

Q. 4c Occupational Activity

Occupational activity of the individual member will be filled up writing the applicable numeric code selecting from the list given at the bottom of the page (Side A) under 4c^{4c} "Occupational Activity of Individual Member". In case of others, Code and description both shall be provided.

Q. 4c	Salaried 1	Agriculture 3	Domestic Help/Worker 5
	Self employed/business 2	Daily wage worker 4	Unemployed 6
			Others: please specify 7

Q.5 Name(s) of Father, Mother and Spouse (if married) in full or If they are members in this household write Sl. No. of Father, Mother and Spouse as recorded in Sl. No. Column:

Q. 5 Name(s) of Father, Mother and Spouse (if married) in full or If they are members in this household write Sl. No. of Father, Mother and Spouse as recorded in Sl. No. column	
Father	Sl. No.
Mother	Sl. No.
Spouse (if married)	Sl. No.

Say, if the Head of the family is the member Sl. No. 1 and his spouse is Member Sl. No. 2 and their son is Member Sl. No 3; then the son (member Sl. No. 3) in place of writing the full name of father and mother can just write Sl. No. 1 in the space given for writing name of father, and can write Sl. No. 2 in place of writing the name of mother.

SIDE-B

Q. 6a Present address (if all family members have same address as that of head, write "same").

Q. 6 a Present Address (If all family members have same address as that of head write 'same')
Q. 6 b Duration of Stay (In years as on 1st April 2015)
6a House/Building Name/No
Locality/Street Name/Post Office
Village/Town Circle District
State/Country P I N C O D E 6b

Complete present address of individual members to be written starting with (i) House/ / Building Name/No (ii) Locality /Street Name/Post Office, (iii) Village/Town, (iv) Circle Name (revenue circle), (v) District, (vi) State/Country (vii) Pin Code in the spaces marked in the Application Form. If the present address of family members at member SI No 2, 3, 4 onwards are same with that of the head of the family, then the other members are not required to repeat the address and can write only "same" in the space provided for Q6a.

Q. 6b Duration of stay (In years as on 1st April 2015)

Duration of stay of the individual member in the present address as on 1st April 2015 shall be written in the small box placed at the right corner just after the bars marked with Pin Code. The duration shall be written in years. For example : If any member has stayed in the present address for over 30 years then, numeric "30" will be written on the box.

Q. 7 Permanent address (if same as Q 6a write 'same', otherwise write complete address)

Complete permanent address of individual members to be written starting with (i) House/ / Building Name/ No (ii) Locality /Street Name/ Post Office, (iii) Village/Town, (iv) Circle Name (revenue circle) (v) District, (vi) State/Country (vii) Pin Code in the spaces marked in the Application Form.

Q. 7 Permanent Address (If same as Q. 6a write 'same', otherwise write complete address)	
House/Building Name/No	
Locality/Street Name/Post Office	
Village/Town	Circle District
State/Country	P I N C O D E

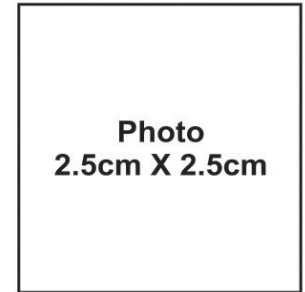
If the permanent address is same with the present address of individual member, then it is not required to repeat the address and can write only "same" in the space provided for Q7.

Q. 8 Place of Birth

Each individual's place of birth to be written indicating (1) Village/Locality, (2) District, (3) State/Country in the spaces given. Any further information like House Number etc are not required.

Q. 8 Place of Birth
Village/Locality
District
State/Country

Current Colour Photograph with white background to be pasted (not to be stapled)



Current photograph with white background: In the space marked next to Q. 8 Place of Birth, photographs of each member of the family shall be pasted. Instructions on clicking, developing and pasting the photograph is given under pre-requisite for filling up the Application Form.

SIDE-C

Applicants' compliance to eligibility conditions for inclusion in NRC to be indicated in the Side C of the Form.

As mentioned under "PREREQUISITE OF FILLING UP THE APPLICATION FORM", the two sets of documents :

(A) **LIST-A** - TO PROVE RESIDENCE IN ASSAM UPTO MIDNIGHT OF 24TH MARCH, 1971, and

(B) **LIST-B** - PROVIDING LINKAGE/RELATIONSHIP WITH THE PERSON APPEARING IN LIST-A -

shall be used in Side C and enclosed with the Application Form in support of claim for inclusion in updated NRC by applicants.

Every member of the household listed in the Application Form shall establish eligibility of inclusion in NRC separately. As such every member will project a name and draw relationship to the projected person individually. Though it's very likely that in a family majority of the members will draw linkage to the same person, in that case also every member will provide details individually.

In case of the women of the house who became part of the family through marriage, linkage shall be established through providing of documents of their own parent/ancestors, and not that of their in-law's family.

Answering any one of Q. 9 or Q.10 or Q.11 is sufficient However, more than one out of Q. 9, Q. 10 & Q. 11 can also be answered.

Q. 9 is applicable to people who have particulars of entry in NRC 1951, Q. 10 is applicable to people who have particulars of entry in any Electoral Roll(s) upto 24th March (midnight) 1971,

Q. 9 * Particulars of entry in NRC, 1951 in respect of family member or his Parents / Ancestors
Q. 9a Name of person with whom linkage claimed.
Q. 9b NRC 1951 Legacy Data Code.
Q. 9c Relationship with the person
Q. 9d Sl. No. of self-attested documentary proof of relationship from List B
9a Name of the person
9b
9c Relationship in words Use code of Q.2a
9d

and Q. 11 is applicable to people who have particulars of other documents from List A given at the bottom of Side C.

Q. 9a, Q. 10a & Q. 11a Name of person with whom linkage claimed:

The name of the person, either self or parent or ancestor, appearing in 1951 NRC shall be given as answer to Q. 9a, or,

The name of the person, either self or parent or ancestor, appearing in any Electoral Roll(s) upto 24th March 1971 shall be given as answer to of Q 10a, or

The name of the person, either self or parent or ancestor, appearing in in any of the documents from SI No 3 to 14 mentioned in List A (Illustrative documents) placed at the bottom of the page (Side C) shall be given as answer to of Q 11a.

Q. 9b NRC 1951 Legacy Data Code & Q.10b Electoral Roll(s) upto 24th March, 1971 Legacy Data Code:

Q.9b shall be applicable only if the name of the person with whom linkage is claimed appears in 1951 NRC. The 11 digit Legacy Data Code received against the person whose name is written in Q. 9a shall be entered in Q. 9b in the format XXX-XXXX-XXXX.

Q.10b shall be applicable only if the name of the person with whom linkage is claimed appears in any of the Electoral Roll(s) up to 24th March (midnight) 1971. The 11 digit Legacy Data Code received against the person whose name is written in Q. 10a shall be entered in Q. 10b in the format XXX-XXXX-XXXX.

Legacy Data Code is issued against each entry in 1951 NRC and Electoral Rolls up to 1971 at NRC Seva Kendras (NSKs) or Online through website of NRC, Assam. The Legacy Data slip received from NRC Seva Kendra or downloaded online shall be enclosed with the Application Form.

Q. 10 *Particulars of entry in any Electoral Roll(s) upto 24th March, 1971 in respect of family member or his Parents / Ancestors	
Q. 10a	Name of person with whom linkage claimed.
Q. 10b	Electoral Roll(s) Upto 24th March, 1971 Legacy Data Code.
Q. 10c	Relationship with the person
Q. 10d	Sl. No. of self-attested documentary proof of relationship from List B
10a	Name of the person
10b	
10c	Relationship in words Use code of Q.2a
10d	

Q. 11b Serial Nos. of eligible documents from List A (Sl. No. 3 to 16): The serial number of the document from List A (Sl. No. 3 to 16) placed at the bottom of Side C, in which the name of the person declared in Q.11a appears, shall be written in the space provided. Please note that document Sl. No. 15 and 16 will

be admissible only if accompanied by any one of the documents from Sl. No. 1 to 14. It is to be remembered that only self-attested photocopies of such documents may be submitted with the Application Form and the originals are to be shown to officials during field visits.

Q. 11 *Particulars of other Documents from List A in respect of family member or his Parents / Ancestors	
Q. 11a	Name of person with whom linkage claimed.
Q. 11b	Sl Nos of eligible documents from List A (Sl. No. 3 to 16).
Q. 11c	Relationship with the person
Q. 11d	Sl. No. of self-attested documentary proof of relationship from List B
11a	Name of the person
11b	
11c	Relationship in words Use code of Q.2a
11d	

Q. 9c, Q. 10c & Q. 11c Relationship with the person: The applicant shall write his/her relationship with the person whose name is written in Q. 9a or Q. 10a or Q. 11a, i.e. the person with whom linkage claimed. The codes used for indicating relationship of the member to the Head of the family under Q. 2a^{2a} shall be used for indicating relationship of the member to the person with whom linkage is claimed.

For Example: If the person, whose name is written at 9a or 10a or 11a, is the father of Member Serial No. 2, then the Member Serial No. 2 shall indicate his/her relationship to the person with whom linkage claimed as "Father" in words and Code as numeric "5" choosing from the list under Q2a^{2a} placed at the bottom of Side A.

If the person with whom linkage is claimed (the name written at Q. 9a or Q. 10a, or Q. 11a) is the grandfather of Member Serial No 2, then the Member Serial No 2 will select Code 6 and write "Grandfather" as answer to Q. 9c Or 10c Or 11c. For proving linkage with grandfather/grandmother, two sets of documents shall be required. For example: if Mr. X is claiming Linkage with his grandfather Mr. Z, then Mr. X will first prove linkage with his father Mr. Y through the first set of Document. A second set of Document shall be used to prove that Mr. Z is the father of Mr. Y, and hence the grandfather of Mr. X.

If the name of the person with whom linkage is claimed in Q. 9a or Q. 10a or Q. 11a is that of any of the family member himself/herself, then that person shall write "Self" in words and Code as numeric "1" choosing from the list under Q. 2a^{2a} placed at the bottom of Side A.

Q. 9d, Q. 10d or Q. 11d Sl. No of self-attested documentary proof of relationship from List B:

The detail of documents submitted to prove the relationship declared at Q. 9c or Q. 10c or Q. 11c shall be provided here.. An illustrative list of documents admissible to establish proof of relation is given as List B at the bottom of Side – C from which any one of the documents can be selected.

The List B is only supportive. In order to prove linkage with parent or ancestors any legally acceptable document clearly establishing the relationship between i.e 1.) the member of the family and 2.) the person with whom linkage is claimed/whose name appears in any of the documents in List A can be submitted, Such documents should be verifiable with the originals available with the issuing authority.

Date of issue of this document can be any date and has no reference to the date 24th March (Midnight), 1971.

In case of married women, Circle Officer/GP Secretary Certificate is not mandatory if relationship with the person named at Q. 9a or Q. 10a or Q. 11a can be proved through any other document.

It is to be remembered that only photocopies of such documents may be submitted with the Application Form and the originals to be shown to officials during field visits. The documents submitted should be self-attested.


SIDE-D

Q. 12a and Q. 12b shall be applicable to people who stayed in any place other than the state of Assam upto 24th March 1971. Persons who are originally inhabitants of Assam and their children and descendants who are citizens of India staying in place other than the state of Assam upto 24th March 1971 may give their particulars here.

Member Serial No.	Q. 12a	Particular of residence in place other than the state of Assam upto 24th March (Midnight), 1971
	Q. 12b	Details of Document(s) submitted for establishing eligibility for inclusion in Updated NRC
	12a	12b
	House/Building Name/No	
	Locality/Street Name/Post Office	
	Village/Town	Circle District
	State/Country	P I N C O D E

Oath of Allegiance

On behalf of all the members of the family the head of the family shall be signing an oath of allegiance at the end of the Form at Side D declaring that all the information provided in the application is true to the best of the applicant's knowledge and belief. In the Signature Box the Applicant, that is the Head of the Family, would put his/her signature. In case of requirement of placing Thumb Impression, for male left thumb and for female right thumb shall be applicable.

I declare that all the information provided in the application is true to the best of my knowledge and belief.	Sl. No. of the applicant in the Application Form <input type="text"/>
	If continued to Additional Form write 'C' <input type="text"/>
	Total No. of Forms <input type="text"/>
Providing any false information would attract penalties under the Citizenship Act, 1955.	

Sl. No. of the applicant in the Application Form: Usually, the oath of allegiance shall be signed by the Head of the family, and as such the "Sl. No. of the applicant in the Application Form" would be "1". Only in case of unavoidable circumstances, a member other than the Head of the family can apply and in such cases such member will sign the oath of allegiance and apply on behalf of the family, and Sl. No. of such member shall be written in the box.

If continued to Additional Form Write 'C'

As already mentioned in Side A, in case a family has more than 6 (six) members, additional Forms shall be used. As such if any additional Form is used then "C" shall be marked in the box provided.

Total number of Forms

Total number of Forms used and submitted by one family shall be captured here. For example: A family of 10 members would require using two (2) Forms. As such numeric "2" shall also be provided in the given space. The total no. of forms shall be entered in the main as well as in (all) additional forms.

(For Office Use Only)		Location Particulars
District	Circle	Village/Town
Ward No.	Household No.	E.B. No.
		Sub-E.B. No.
Type of Household (Tick <input type="checkbox"/> on the applicable)		Normal <input type="checkbox"/>
		Institutional <input type="checkbox"/>
		Houseless <input type="checkbox"/>
BARCODE		
Use only Arabic numbers as indicated here		0 1 2 3 4 5 6 7 8 9

The box marked with "(For Office Use Only)" shall be filled up only by NRC authorities and not to be filled up by applicant.

The applicants shall use the grey marked area on the top left corner of the Application Form for tagging to enclose documents. While enclosing documents the applicants shall ensure that all pages of a single set of document are tagged serially.

For further assistance in filling up of the Application Form visit your designated NRC Seva Kendra (NSK) or call our Toll Free Help Line No 15107.

APPLICATION FORM SUBMISSION

WHEN TO SUBMIT ?

- Submission of filled in NRC Application Form will continue till 31st July, 2015. In case of Forms distributed house to house, the preferred date of submission shall be mentioned on the Form itself. This is done to prevent overcrowding at NSKs, avoiding last minute rushes and enabling easier submission of Application Forms. In case it is unavoidable, submission can also be done on any date up to 31st July, 2015

WHERE TO SUBMIT?

- Application Form can be submitted only in the designated NSK that covers your present address. Each NSK displays a flex banner showing details of the villages/wards under its jurisdiction. The designated NSK shall receive Application Form only from the villages/wards earmarked under it. As such the public is required to acquaint themselves with their designated NSK.
- Information about your designated NRC Seva Kendra (NSK) can be obtained from your Circle Office, DC Office, NRC website (www.nrcassam.nic.in), NRC Toll-Free Helpline 15107.

WHY SHOULD I SUBMIT ONLY IN THE DESIGNATED NSK?

- Verification of Application Forms shall be conducted through the NSK officials. Officials of the designated NSK shall visit the address given as "Present Address" to conduct verification of applications received from only areas covered under that particular NSK. It would be important for persons mentioned in the Application Form to be available at the time of such visit. As such it is important to submit the Form only in the NSK that covers your present address and not any other location where you will not be found if visited by the Verification Team for authentication of your application. As such to ensure that verification of your application is conducted smoothly, it will be required to submit Application Form only at the designated NSK.

WHAT IS THE PROCESS OF SUBMISSION ?

- The Application Form shall be submitted by any member of the family. However, it's compulsory for each family to submit the Form through any of its members, and not through any outsider.
- In the most unavoidable case when the Form is required to be submitted by anyone outside the family, the Application will be accepted but photograph of such bearer will be captured at NSK for record and verification.
- On submission of Application Form by the public, the LRCR/Local Officer will check and receive the Form upon ascertaining its acceptability.
- On receipt of a duly filled in Application Form along with required documents, the NSK Operator shall give the applicant a printout of the scanned copy of the Application Form with a summary of documents submitted by the applicant as Acknowledgement Receipt bearing an Application Receipt Number (ARN) & a bar code. This Receipt may be kept safely for future records. ARN will be used for looking up Draft and Final NRC and other references.

TO KNOW MORE ON APPLICATION FORM RECEIPT, FILLING-UP AND SUBMISSION VISIT YOUR DESIGNATED NRC SEVA KENDRA (NSK) OR CALL OUR TOLL FREE HELPLINE NO. 15107

Issued in public interest by the State Coordinator, NRC, Assam