

## e-Insurance Account (eIA) Form for Change in Account Details

(Please fill this form in ENGLISH and in BLOCK LETTERS. Fields marked with asterisk (\*) are compulsory)

### Current Details

Ordinary Resident  NRI

eIA Number\*

PAN\*

&/or UID

Name as appears in eIA\*

Signature

Please sign in the box

Please affix your recent colour photograph

### Change of eIA Holder Details

First Name\*

Middle Name

Last Name

Father's/Husband's Name

Add PAN  or UID

ID Proof Submitted\*  # /  \$

### Change of Permanent Address

Address Line 1\*

Address Line 2

Address Line 3

Landmark

City\*

Pincode\*

State\*  Country\*

Address Proof Submitted\*  # /  \$

### Change of Correspondence Address Same as Permanent Y N

Address Line 1\*

Address Line 2

Address Line 3

Landmark

City\*

Pincode\*

State\*  Country\*

Address Proof Submitted\*  # /  \$

### Declaration

"The rules and regulations of Insurance Regulatory and Development Authority & Insurance Repository pertaining to an e-Insurance Account which are in force now have been read by me and I have understood the same and I agree to abide by and to be bound by the rules as are in force from time to time for such e-Insurance Account. I hereby declare that the particulars given herein are true, correct and complete to the best of my knowledge and belief, the documents submitted along with this application are genuine and I am not making this application for the purpose of contravention of any Act, Rules, Regulations or any statute or legislation or any Notifications, Directions issued by any governmental or statutory authority from time to time. I authorise the Insurance Repository to send any policy and account related information through email and SMS on the contact details given by me. In case of any physical policies being issued by the Insurance Company from whom I obtain an e-policy, the address in the e-Insurance Account shall override the address provided for the physical policies. I understand that all the communication relating to any physical/ e-policy will be sent to the address registered with the Insurance Repository. I agree to inform the Repository of any changes in the details mentioned in this form and in case of delay the said repository shall not be liable in case it acts on the said information which has not been updated. Further, in case I update the details with the insurance company, I authorise them to submit the same to you for update in the e-Insurance account and the said update will be applicable to all policies of any insurer that I hold/ will hold in the said account. I authorise the Repository to pass on the information to any insurance co that I have approached for availing of insurance cover. I further agree that any false / misleading information given by me or suppression of any material fact will render my e-Insurance Account liable for termination and further action. I hereby authorise the Insurance Repository / Insurance Company to disclose, share, remit in any form, mode or manner, all / any of the information provided by me to the respective Insurance Companies and / or to their authorised agents and representatives in which I may transact / have transacted including all changes, updates to such information as and when provided by me.

I hereby agree to provide any additional information / documentation that may be required by the Authorised Parties, in connection with this application. I hereby confirm that this is a unique e-Insurance Account opening application and I have not applied to the same Insurance Repository or any other Insurance Repository for an e-Insurance Account in the past. I would like to receive my insurance policy and all the information related to the proposed insurance policy through Insurance Repository.

Name of the eIA Holder

Signature

(For office use only)

Approved Person ID:

Date of Receipt of Application:

Application No.:

Insurance Company:

## Guidelines for Filling the eIA Form

- The fields marked in asterisk (\*) are mandatory
- The application form should be completed in ENGLISH and in BLOCK LETTERS
- Fill the form in black ink or ball point pen
- The application form should be filled in legible handwriting and overwriting should be avoided
- Please tick the appropriate box wherever applicable
- Affix a recent photograph
- Please ensure that the form is completed and signed by the person opening the eIA
- The application form complete in all aspects alongwith the documents should be submitted to the Approved Person
- Proof of Identity, Proof of Address and Date of Birth Proof are mandatory for opening an eIA
- The list of documents required to be submitted is provided in the Annexure

## Following are the list of documents for Date of Birth Proof, Proof of Identity and Proof of Address

### ANNEXURE I: Date of Birth Proof (any one of the following)

- 01 PAN Card
- 02 Domicile Certificate
- 03 Ration Card
- 04 Driving License
- 05 Passport
- 06 Voter ID Card
- 07 Municipal birth Certificate
- 08 Notarized Birth Certificate
- 09 Baptism Certificate
- 10 Marriage Certificate issued by Church
- 11 Identity card/ document with address, issued by Central/ State Government and its Departments
- 12 Gram Panchayat Certificate
- 13 Identity card/ document with address, issued by Public Sector Undertakings
- 14 Defense ID including Ex-serviceman card issued to Defense personnel/ certificate of DOB issued by commanding officer with his seal & signature on the same
- 15 Identity card/ document with address, issued by Colleges affiliated to universities
- 16 Central Govt. Health scheme certificate for their employees/ family members/ dependants
- 17 Govt. service registers extract/certificates issued by Govt. to its employees
- 18 Employer's PF statement
- 19 ESIS Card ( Employees State Insurance Scheme )
- 20 Employer's certificate from Govt., Semi Govt., MNC, Public Ltd., Reputed Private Ltd. Organizations only. The certificate must be on the letterhead, duly signed & stamped by the authorised signatory
- 21 Certified School/ College Extract including School/ College leaving certificate/ Degree certificates/ mark sheet or hall ticket or admit card issued by Educational Board (10 & 12th std) reflecting DOB of eIA applicant
- 22 Policy Document of other private insurers
- 23 LIC Policy
- 24 Islander cards for Residents of Andaman & Nicobar Island
- 25 Pilgrim pass issued for Haj Pilgrimage

### ANNEXURE II: Proof of Identity (any one of the following)

- |        |        |
|--------|--------|
| 01 PAN | 02 UID |
|--------|--------|

### ANNEXURE III: Proof of Address (any one of the following)

- 01 Regd. Lease and License Agreement/ Agreement for sale
- 02 Aadhar Letter
- 03 Ration Card
- 04 Driving License
- 05 Passport
- 06 Voter ID Card
- 07 Bank Passbook (not more than 6 months old)
- 08 Electricity Bill (not more than 6 months old)
- 09 Residence Telephone Bill (not more than 6 months old)
- 10 Self-declaration by High Court and Supreme Court judges, giving the new address in respect of their own accounts
- 11 Identity card/ document with address, issued by Central/ State Government and its Departments
- 12 Identity card/ document with address, issued by Statutory/ Regulatory
- 13 Identity card/ document with address, issued by Public Sector Undertakings
- 14 Identity card/ document with address, issued by Scheduled Commercial Banks
- 15 Identity card/ document with address, issued by Public Financial Institutions
- 16 Identity card/ document with address, issued by Colleges affiliated to universities
- 17 Identity card/ document with address, issued by Professional Bodies such as ICAI, ICWAI, Bar Council etc. to their Members

### e-Insurance for easy access

- Mention the eIA number while buying a new policy
- Open eIA to receive online credit of insurance policy
- Check your eIA details registered with NIR
- Convert your physical policies to electronic at the earliest
- Check the policy after it is credited to your account
- Avail electronic services and information available through eIA