



Sales & Inquiry
+91 9039013100, 9039016100
 Time: (Monday to Saturday 10:30 AM to 7:00 PM)
+91 9713154321
 (Whatsapp & SMS Only)

Complaint
+91 751 2458201, 2458202, 2458203
 Monday to Saturday 9:00 AM To 7:00 PM
+91 9713354321
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VALID KYC Document Check List For Signup New Connection

Home User/Individual Subscriber:-

S.#	Description	Applicable Document
1.	Photo	2 Nos. Passport Size Color (Self attested photograph)
2.	Proof of Identity (POI)	Income Tax PAN Card, Voter Card, Aadhar Card, Driving License, Passport, Arm's License -Identity Card issued by Central / State Government -Identity Card issued by Public Sector Undertakings -Ration Card with your Photo -Bank Passbook with Photo (Local)
3.	Proof Of Address (POA) (For Owned Premises or House)	-Electricity Bill (issued in the last three months) -Telephone Bill (MTNL / BSNL / Airtel - issued in the last three months)-Passport, Post Paid Cell Phone Bill, Property Registration Paper, Bank Pass Book (Gwalior Local Bank), RC copy of vehicle, Registered Rent Agreement, Land Lord Electricity Bill, Land Lord NOC Letter
4.	Supplementary Proof Of Address (SPOA) (For Rented House or Premises)	-Registered Rent Agreement or Deed with Land lord -Land Lord Electricity Bill -Land Lord NOC Letter

SME / Business and Corporate Subscriber:-

1.	Photo	2 Nos. Passport Size Color of Applicant
2.	Applicant Person Proof Of Identity (POI)	Income Tax PAN Card, Voter Card, Aadhar Card, Driving License, Passport, Arm's License -Identity Card issued by Central / State Government -Identity Card issued by Public Sector Undertakings -Ration Card with your Photo -Bank Passbook with Photo (Local)
3.	Applicant Person Proof Of Address (POA)	-Electricity Bill (issued in the last three months) -Telephone Bill (MTNL / BSNL / Airtel - issued in the last three months)-Passport, Post Paid Cell Phone Bill, Property Registration Paper, Bank Pass Book (Gwalior Local Bank), RC copy of vehicle, Registered Rent Agreement, Land Lord Electricity Bill, Land Lord NOC Letter
4.	For Partner Ship Company	-Registered Partner Ship Deed -Shop Act Registration copy, GST Registration copy -Income Tax PAN Card -Proof Of Address (POA) Where connection installation required -Declaration of non GST registration on latter head (If GST registration not available)
5.	For Private/Public Limited Company	-Certification of Incorporation Issued by ROC -MOA and AOA, Income Tax PAN Card -GST Registration -Proof Of Address (POA) Where connection installation required -Declaration of non GST registration on latter head (If GST registration not available)
6.	Latter of authorized signatory	Authorization or Under Taking letter is required from the Director/Owner if sign by other



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Institutional/School/College Subscriber:-

1.	Photo	2 Nos. Passport Size Color of Authorized Signatory
2.	Applicant Person Proof Of Identity (POI)	Income Tax PAN Card, Voter Card, Aadhar Card, Driving License, Passport, Arm's License -Identity Card issued by Central / State Government -Identity Card issued by Public Sector Undertakings -Ration Card with your Photo -Bank Passbook with Photo (Local)
3.	Applicant Person Proof Of Address (POA)	-Electricity Bill (issued in the last three months) -Telephone Bill (MTNL / BSNL / Airtel - issued in the last three months)-Passport, Post Paid Cell Phone Bill, Property Registration Paper, Bank Pass Book (Gwalior Local Bank), RC copy of vehicle, Registered Rent Agreement
4.	Society Registrations Certificate For College/School	Issued by State and Central Government Department Permission Letter issued by Govt. University, Central Broadband of Education, State Broad of Education, AICT and Central and State Govt. Department.
5.	Authorization or Under Taking letter from the Chairman/Director/Secretary	On College/School/Institution/Society Letter Head signed by chairmen & president
6.	Proof Of address for installation (POI)	-Electricity Bill (issued in the last three months) -Telephone Bill (MTNL / BSNL / Airtel - issued in the last three months -Any other documental proof issued by state and central Government