

FORM 4: Aadhaar Enrolment and Update

For Non-Resident Indian child having Proof of Address outside India (aged 5 years and above and less than 18 years)

Please follow the instructions given below this form and use only upper case (block or capital) letters.

1	Purpose: ☐ Enrolment OR ☐ Update		
2	Demographic information (For update, please fill only the information to be updated): (a) Name: (For enrolment and update of name, please fill as given in the document presented in support of the same, while omitting any titles, honorifics and aliases.) (b) Gender: ☐ Female (c) Date of Birth: (DDMMYYYY) OR Age: years ☐ Male ☐ Verified OR ☐ Declared OR ☐ Approximate (only for age) ☐ Third gender / Transgender (For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card) (d) Email (mandatory): (e) Mobile number:		
3	Basis of enrolment/update: ☐ Document verification OR ☐ Confirmation by Head(s) of Family {HoF(s)}		
4	For document-based enrolment/update, additional demographic information and documents presented: (Address information should be filled in case of enrolment or update of address) (a) Address (as given in valid Indian passport): (b) Type of documents presented: (See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres) (i) Proof of Identity (POI): Valid Indian passport (ii) Proof of Address (POA): Valid Indian passport (iii) Proof of Date of Birth (PDB) (optional):		
5	For HoF-based enrolment or update of demographic information, additional information and documents presented: (a) Details of HoF: (i) Name: Aadhaar no.: (ii) Relationship with the child: ☐ Mother ☐ Father ☐ Legal guardian (b) Type of Proof of Relationship (POR) document presented: (See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres) I confirm the identity of the child named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the child and that my biometric information may be used to establish my identity. Signature of HoF:		
6	For update, additional information: (a) Aadhaar number of the child: (b) Information to be updated: ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents		
Declaration			
1. I hereby confirm and declare that— (a) all the information and documents submitted is correct to the best of my knowledge and belief; (b) I and the child are entitled to the documents/information evidencing proofs cited above; and (c) the child is a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India). 2. I understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me as per law. 3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder. 4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.			
Signature of verifier:		Signature / thumb impression of mother, father or lawful guardian:	
Name of verifier:		Name of signatory:	Date and time:

Note: This form may be used on and from the date on which the Authority gives public notice of the same through its website.

Instructions for filling Form 4

S. No.	Item	Instruction	Mandatory or optional
1	Purpose	Please tick (✓) only one, as applicable.	Mandatory
2	<i>Demographic information:</i>		
(a)	Name	(1) Please fill details as applicable. (2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific (ecclesiastical title, etc.) and alias (urf, a.k.a. etc.), even if figuring in the document.	Mandatory
(b)	Date of Birth (DOB) or Age	(1) Please fill details of DOB or age, as applicable. (2) Tick (✓) only one, as applicable, among “Verified”, “Declared” or “Approximate”. (3) “Verified” should be ticked if Proof of Date of Birth (PDB) is available and being presented. (4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card.	Mandatory
(c)	Gender	Please tick (✓) only one, as applicable.	Mandatory
(d)	Email	Please fill details as applicable.	Mandatory
(e)	Mobile number	(1) Please fill details as applicable. (2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same.	Optional
3	Basis of enrolment/update	Please tick (✓) only one, as applicable.	Mandatory
4	<i>For document-based enrolment/update, additional demographic information and documents presented:</i>		
(a)	Address	(1) Details filled should be identical with those given in the valid Indian passport. (2) Aadhaar letter will be despatched through India Post to the address as filled.	Mandatory
(b)	Type of documents presented	(1) The document type should be from among those specified in the “List of acceptable supporting documents”, displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. (3) For NRI child, valid Indian passport is the only acceptable POI and POA.	Mandatory
5	<i>For HoF-based enrolment or update of address, additional information and documents presented:</i>		
(a)	Details of HoF	(1) Please fill details as applicable in (i). (2) Please tick (✓) only one, as applicable, in (ii). (3) For HoF-based enrolment or update of demographic information, HoF must be 18 years or more in age and be the father, mother or legal guardian of the child.	Mandatory
(b)	Type of Proof of Relationship (POR) document presented	(1) The document type should be from among those specified in the “List of acceptable supporting documents”, displayed on the website of UIDAI and enrolment centres. (2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.	Mandatory
6	<i>For update, additional information:</i>		
(a)	Aadhaar number of the child	Please fill details as applicable.	Mandatory
(b)	Information to be updated	Please tick (✓) one or more as applicable.	Mandatory

Fee for Enrolment and Update Services at Enrolment Centre

S. no.	Service	Fee
1	Enrolment	<i>Free</i>
2	Update of biometric information (photo, fingerprints and irises)	(a) If done once between the ages of 5 and 7 years: <i>Free</i> (b) If done once between the ages of 15 and 17 years: <i>Free</i> (c) If done otherwise: ₹ [*]
3	Update of demographic information (name, gender, date of birth, address, mobile number or email address)	(a) If done at the same time as update of biometric information: <i>Free</i> (b) If done separately, for all or any demographic information: ₹ [*]
4	Update of POI and POA document (evidencing proof of identity and address)	₹ [*]

* As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

Note: For despatching of Aadhaar letter to the foreign address of the applicant, such charges shall be payable as the Authority may specify from time to time and display on its website.