

Documents Checklist for Net Worth Certificate Preparation (A,B,C,D)

(A) Personal Identification (KYC) Document

- (1) Identity Proof of Person * (Any One) – PAN Card / Aadhar Card / Driving License / Voter ID Card / Passport. (If Address Different – Give us Address in writing)
- (2) Mobile Number and Email id of Applicant, Purpose of Certificate*
- (3) Important: In Case of Joint Applicant Certificate/Family Wealth Certificate We need One ID Proof Document of Each Family Member.

(B) Movable and Liquid Assets – Supportive Docs Required

- (4) Saving/Current Account Bank Balance – Bank Statement or Passbook Latest
- (5) FD / Fixed Deposit Balance – Statement or FD Receipt
- (6) PPF – PF Account Balance – PPF Statement or PF Passbook Latest
- (7) Mutual Fund Investment – Latest Mutual Fund Holding Statement / NAV Report
- (8) Investment in Shares – Latest Holding Report of Shares/DEMAT
- (9) Life Insurance Investment – Latest Premium Paid Receipt / Statement
- (10) Gold and Gold Ornaments – Bills/ Quantity in Hand Details / Valuation Report
- (11) Car and Bike Vehicle – RC Book of Vehicle or Latest Insurance Policy
- (11) Cash – Details of Cash in hand or Cash Ledger (Only in Case of Company)
- (12) Furniture/Electronic Items – Considering only if valid bill copy available
- (13) GIC-Investment in Foreign Bank/Fees – Letter/Certificate
- (14) Any other Liquid Assets – Supporting Document

(C) Immovable Assets (Property) Document List (Valuation Report, If not Self Declare)

- (15) Land, Plot, Space, Agriculture Land, – Any One Ownership Proof (Index Copy, Property Tax Bill, Village 7/12 or 8A Record, Khata Record, Purchase Agreement)
- (16) Residential Flat, Bungalow, House, Commercial Office, Space, Factory etc – Index Copy /Electricity Bill/Purchase Deed/Property Tax Bill/Any Other (Any One)

(D) Liability and Loans Doc's

- (17) Personal Loan, Home Loan, Mortgage Loan, Business/Education Loan, Any type of Loan – Loan Statement or Outstanding balance Letter