

To,  
The Local Registrar of Citizen Registration

\_\_\_\_\_ NRC Seva Kendra (NSK)

Sir/ Madam,

I had applied for inclusion in NRC with the following ARN

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However, my name has not appeared in the Draft NRC published. I would, therefore, request you kindly to include my name in Final NRC based on the particulars given below :

**INDIVIDUAL DETAILS OF FAMILY MEMBERS**

**LEGACY DATA**

**Serial No.** **Q. 1 a** Name of the Claimant (in BLOCK Letters)  
**Q. 1 b** Landline/Mobile No.  
**Q. 2** Member ID (Same ID as appeared in the original NRC Application)

**Q. 3** \* Particulars of entry in NRC, 1951 in respect of Claimant or his Parents / Ancestors  
**Q. 3a** Name of Legacy Person with whom linkage claimed.  
**Q. 3b** NRC 1951 Legacy Data Code.  
**Q. 3c** \*\* Relationship with the Legacy person  
**Q. 3d** SI. No. of self-attested documentary proof of relationship from List B<sup>#</sup>

Serial No.	INDIVIDUAL DETAILS OF FAMILY MEMBERS		LEGACY DATA				NOTE * Answer to any one of Q.3 or Q.4 or Q.5 is sufficient. ** Q.3c or Q.4c or Q.5c – Relationship with legacy person (1) Self (2) Father/Mother (3) Grandfather/Grandmother (4) Great Grandfather / Great Grandmother (5) Above Great Grandfather/ Great Grandmother
	Q. 1 a Name of the Claimant (in BLOCK Letters)	Q. 1 b Landline/Mobile No.	Q. 2 Member ID	Q. 3a Name of Legacy Person with whom linkage claimed.	Q. 3b NRC 1951 Legacy Data Code.	Q. 3c Relationship with the Legacy person	
	1a Name			3a Name of the person	3b	3c Relationship in words	<b>LIST A (Legacy Document)</b> 1. 1951 NRC 2. Electoral Roll(s) upto 1971 3. Land & tenancy records 4. Citizenship Certificate 5. PRC 6. Refugee registration certificate 7. Passport 8. LIC 9. Govt issued license/ certificate 10. Govt service/employment certificate 11. Bank/Post office Accounts 12. Birth certificate 13. Board / University Educational certificate 14. Court Records/ process <b>Supporting Document</b> 15. Ration Card (Above Documents should be issued only upto 24th March (Midnight), 1971)
	1b Landline/Mobile No			3a Name of the person	3b	3c Relationship in words	
	1a Name			3a Name of the person	3b	3c Relationship in words	
	1b Landline/Mobile No			3a Name of the person	3b	3c Relationship in words	
	1a Name			3a Name of the person	3b	3c Relationship in words	
	1b Landline/Mobile No			3a Name of the person	3b	3c Relationship in words	<b>LIST B (Linkage Document)<sup>#</sup></b> 1. Birth Certificate 2. Land Documents 3. Board / University Certificate 4. Bank / LIC / P.O. Documents. 5. Circle Officer / LM / GP Secretary Certificate <sup>###</sup> 6. Electoral Roll 7. Ration Card 8. Others (Please Specify)  <sup>#</sup> (These documents will be admissible only if accompanied by any one of the documents from Sl. No. 1 to 14.) <sup>###</sup> Only for Married Woman migrated from one place to another by virtue of marriage
	1a Name			3a Name of the person	3b	3c Relationship in words	
	1b Landline/Mobile No			3a Name of the person	3b	3c Relationship in words	
	1a Name			3a Name of the person	3b	3c Relationship in words	
	1b Landline/Mobile No			3a Name of the person	3b	3c Relationship in words	

**LEGACY DATA**

Serial No.

- Q. 4** \*Particulars of entry in any Electoral Roll(s) upto 24th March 1971 in respect of claimant or his Parents / Ancestors
- Q. 4a** Name of Legacy person with whom linkage claimed.
- Q. 4b** Electoral Roll(s) Upto 24th March, 1971 Legacy Data Code.
- Q. 4c** \*\* Relationship with the Legacy person
- Q. 4d** SI. No. of self-attested documentary proof of relationship from List B#

- Q. 5** \*Particulars of other Documents from List A in respect of claimant or his Parents / Ancestors
- Q. 5a** Name of Legacy person with whom linkage claimed.
- Q. 5b** SI Nos of eligible documents from List A (SI. No. 3 to 14).
- Q. 5c** \*\* Relationship with the Legacy person
- Q. 5d** SI. No. of self-attested documentary proof of relationship from List B#

	4a	Name of the person	5a	Name of the person
	4b		5b	
	4c	Relationship in words	5c	Relationship in words
	4d		5d	
	4a	Name of the person	5a	Name of the person
	4b		5b	
	4c	Relationship in words	5c	Relationship in words
	4d		5d	
	4a	Name of the person	5a	Name of the person
	4b		5b	
	4c	Relationship in words	5c	Relationship in words
	4d		5d	
	4a	Name of the person	5a	Name of the person
	4b		5b	
	4c	Relationship in words	5c	Relationship in words
	4d		5d	
	4a	Name of the person	5a	Name of the person
	4b		5b	
	4c	Relationship in words	5c	Relationship in words
	4d		5d	
	4a	Name of the person	5a	Name of the person
	4b		5b	
	4c	Relationship in words	5c	Relationship in words
	4d		5d	

**INSTRUCTION FOR FILLING UP CLAIM FORM**

**A. GENERAL INSTRUCTIONS:**

- The Claim for inclusion in NRC shall be made by the HOF of the family with the valid ARN details and particulars of the family member(s) for whom Claim filed.
- Claim is required to be submitted at the NSK where claimant had earlier submitted his/her NRC Application Form.
- Even if an applicant has changed address after submission of Application Form, Claim can be submitted only at the NSK where the NRC Application was submitted originally.
- In case of institutional homes such as orphanages, old age homes, asylums etc, the responsibility of filing claims with requisite details of the inmates shall lie with the head of the institutions.
- Only those applicants who had applied with a Valid ARN during May – August 2015 for inclusion in NRC but whose names were not included in Complete Draft NRC are eligible to file claims.
- Those who didn't apply in 2015 for inclusion in NRC including children born after submission of NRC application forms can't apply freshly for inclusion during Claim phase.

**B. POINT WISE INSTRUCTIONS**

- Q. 1a:** Name of Person in full: Name of the applicant who is submitting Claim for inclusion to write his/her name in full, in BLOCK Letters.
- Q. 1b:** Landline/mobile no : Not mandatory but claimants are requested to provide one or more valid mobile numbers which will be used to send important updates and verification requirements etc.
- Q. 2:** Member ID: The Member ID here refers to the original member serial number of the claimant in the NRC Application Form submitted in 2015. Refer the photocopy of the original Form and write the member serial number as appeared in the Application Form of 2015.
- Legacy Data:**  
In order to claim for inclusion in NRC the claimant shall provide any one of the 14 documents accepted as List A as provided in the right margin of Side A of the Claim Form. Answering any one of Q 3 or Q 4 or Q 5 is sufficient, however, more than one out of Q 3 or Q 4 or Q 5 can also be answered.
  - Q. 3 shall be applicable only if the name of the person with whom linkage is claimed appears in 1951 NRC.** Q.4 shall be applicable only if the name of the person with whom linkage is claimed appears in any of the Electoral Rolls up to 24th March (midnight) 1971. Q.5 shall be applicable only if the name of the person with whom linkage is claimed appears in any of the List A documents from SI 3 to 14 as given in the right margin of Side A of the Claim Form.
  - Q 3a or Q4a or Q5a:** The name of the legacy person to be written here as it appeared in the Legacy Data i.e. at Q.3a if appeared in 1951 NRC, at Q4.a if appeared in Electoral Rolls up to 24th March (Midnight) 1971, at Q.5a if appeared in other List A documents.
  - Q3b, Q4b and Q5b:** In case of the 11 digit Legacy Data Code (LDC) is received against the Legacy Person figuring in NRC 1951, it shall be entered at Q3b, in case the LDC is issued against the Legacy Person figuring in Electoral Rolls up to 24th March (Midnight) 1971 it shall be entered at Q4b. In case the Legacy Person figures in an admissible document used from List A (SI 3 to 14) the SI no and the name of that document shall be entered at Q5b. **Submission of a valid List A document is essential.**
  - Q. 3c or Q 4c or Q 5c:** Relationship of the claimant with the legacy person to be written. The correct code to be selected from the list given in the box at right corner of Side A of the Claim Form.
  - Q 3d or Q. 4d or Q 5d:** The SI No and the name of the document submitted to prove linkage/relationship with the Legacy Person to be provided here. The list given as List B documents at Side A overleaf is only for the purpose of quoting code and name. Only a legally admissible document will be considered for proving linkage. List B documents are admissible only if accompanied by any one of the documents from List A as provided at Side-A overleaf.
- One form has provision to give detail of 6 members of a family. If in case of filling up details for more than 6 members, additional forms can be used. In such case write "C" in the box at bottom of Side B next to "If continued to Additional Form write 'C'". Thereafter the total number of Forms used by one family to be written in the box next to "Total No. of Forms".
- The Claim Form is to be filled using BLACK BALL POINT PEN only.**

I declare that all the information provided in the Claim Form are true to the best of my knowledge and belief.

SI. No. of the claimant in the Claim Form

If continued to Additional Form write 'C'

Total No. of Forms

Signature/ Thumb impression (for male left thumb and for female right thumb)

Providing any false information would attract penalties under The Citizenship Act, 1955

The Updation of NRC, 1951 in Assam is carried out under the provisions of The Citizenship Act, 1955 and The Citizenship (Registration of Citizens and Issue of National Identity Cards) Rules, 2003 (Rule 4A and Schedule) as amended.