

DOCUMENTS ARE TO BE SUBMITTED FOR REGISTRATION OF BIRTH AND DEATH (SDMC)

Note: - ID can be Ration Card/ PAN Card/ Aadhaar Card/ Passport/ Bank passbook/ Voter ID Card

Birth Registration

Within one year

- ID of mother
- ID of father (optional)
- Vaccination card (optional)

After one year

- ID of mother
- ID of father
- SDM Order Copy
- Copy of verification certificate issued by E-district

Birth Correction

- Hospital correction letter (in case of institutional events) / certified letter from 2 credible person (in case of total name change) / Adoption deed or adoption order issues from court (in case of adoption)
- ID of mother
- ID of father (optional)
- Educational document of child in case of school going child (if child age is greater than 6 years)
- Other supporting document showing correct details (optional)

Name Addition

- Educational document of child (if child age is greater than 6 years)
- ID of mother
- ID of father (optional)

Death Registration

Less than one year

- Cremation/ Burial ground receipt or FIR/MLC/DD/General diary(in case of brought dead) or Death summary
- ID of deceased
- ID proof of informant/ applicant

After one year

- SDM order copy
- Copy of verification certificate issued by E-district
- ID of informant
- ID of deceased

Correction

- ID proof of informant
- ID proof of deceased
- Hospital correction letter (in case of institutional events) / certified letter from 2 credible person (in case of total name change)