

1.	Proprietorship Firm	Attested Photo copy of i) Address Proof & Identity proof as mentioned above. ii) Proprietor may sign himself and affix rubber stamp
2.	Partnership Firm (Registered)	Attested photocopy of i) Registered deed of partnership, ii) Address proof as mentioned above. iii) Power of attorney for authorised partner. iv) Power of Attorney not required if all partners sign.
3.	Partnership Firm (Non Registered)	Attested photocopy of i) Address proof as mentioned above. ii) Power of attorney for authorised partner iii) Application to be signed by all partners iv) Payment guarantee on Rs. 10/- Non-judicial stamp paper signed by all partners. v) Power of Attorney not required if all partners sign.
4.	Private Ltd./Ltd. Company	Attested photocopy of i) Memorandum of articles/Certificates of incorporation of Company. ii) Installation address proof. iii) Power of attorney for authorised signatory. iv) Signature of any of the Director along with Form 32 if Director's name does not appear in the MOU along with Rubber Stamp/company seal on the application form.
5.	Society / Association / Institution/Trust	Attested photocopy of i) Registration of Society/Association/Trust/Institution. ii) Address proof as mentioned above. iii) Power of attorney for authorised signatory from governing body/managing committee. iv) Application from Society/Trust duly signed by Secretary and Treasurer is to be accepted.
6.	Handicapped / Visually blind persons	Attested Photocopy of i) Certificate issued from CMO of Govt. Hospital or registration with handicapped employment exchange. ii) Affidavit of Rs. 10/- non judicial Stamp paper stating that "not having any connection in any part of the country in this capacity. iii) Address proof as mentioned above.
7.	Freedom Fighter/War Widows /Disable soldiers	Attested photocopies of the following documents are required for the connection : i) Pension Book. ii) Freedom fighter certificate issued by Govt. Of India. iii) Identity Card. iv) Affidavit of Rs. 10/- non judicial Stamp paper stating that "not having any connection in any part of the country" in this capacity. v) Address Proof as mentioned above.
8.	Gallantry/President's Police Medals for Gallantry Awardees	Attested photocopy of I) Address proof as mentioned above. II) Copy of award letter. III) Affidavit on Rs. 10/- non judicial Stamp paper stating that "not having any connection in any part of the country" in this capacity.
9.	Foreign Personnel	Documents required for a telephone connection for visting

		<p>foreign nationals to stay in Delhi for a specified period.</p> <p>i) Photocopy of the passport and the VISA in which there is a mention of period of stay in the country or a certificate issued by Ministry of Home Affairs/External Affairs/Embassy of the concerned country to the effect as mentioned above.</p> <p>ii) Address proof : Lease Deed/Rent Agreement</p> <p>Note : In case STD/ISD is demanded on such phone by foreign nationals, a minimum deposit of Rs. 20,000/- shall be paid at the time of registration.</p>
10.	NTCs for Govt. Departments	Signature of the authorised Govt. Servant with rubber stamp.
11.	Third party Transfers	The third party transfers of telephone both basic and Fixed will shall be entertained and approved liberally. The only requirement for third party transfer will be a transfer deed between the transferor and transferee on the prescribed format signed by both the parties which will be duly circulated. This deed shall be Notarized document.