Request Letter for Optional Submission of Photograph for Photo Electoral Roll & Elector Photo Identity Card

To

Dear Elector,

Your are registered as an elector with us. Your name appears in the Electoral Rolls finally published on ___________. The details are indicated in the enclosed Form No. ECI-EPIC-001B.

The formal of electoral roll has since been revised and it includes, among other particulars, the photo of the elector also. But your photo is not printed in the electoral roll or available photo is old and of not sufficiently good quality for incorporation in the photo electoral roll. You have the option to submit two recent coloured passport size photographs, at your cost, in the Form No. ECI-EPIC-001B sent herewith, that shall be used for printing your photograph on the electoral roll. In case you have an Electoral Photo Identity Card (voter identity card), then you are requested to enclose a photocopy of the same with this letter. A new EPIC with the latest photograph will also be issued to you for similarity in your photo printed in the photo electoral roll and EPIC. Of course, the old EPIC will be taken at the time of issue of new EPIC.

As per our record, you have not yet been issued an Electoral Photo identity Card (EPIC). If you want to get an EPIC urgently you have the option to submit two recent coloured passport size photographs, at your cost, in the Form No. ECI-EPIC-001B sent herewith. This is not compulsory. However, if you send the photographs you will save yourself from the formalities of the effort of attending to photo-taking programme.

Please submit the Form No. ECI-EPIC-001B with photographs affixed thereon quickly, so as to reach the Electoral Registration Officer at the address given below by post personally within __________________________ (period to be specified by CEO/DEO/ERO as per their plan of action) or submit it at the Designated Photography Location (DPL) at the address given below. Please also remember to enclose a self-attested photocopy of your old EPIC (if any) or other prescribed photo bearing identification document (as given below/overleaf) for authentication of the photograph. You are also requested to enclose a self-attested photocopy of a valid document in support of your date of birth. (In case you submit self-attested copy of the document in support of your age and/or photo, then show the original document at the time of submission of the enclosed form.)

Your sincerely,

Place: ____________
Date: ____________

Enclosure: Form No. ECI-EPIC-001B

Electoral Registration Officer
Complete postal address with PIN
Election Commission of India
Form for submission of Photograph (optional) for preparation of Elector Photo
Identity Card & Photo Electoral Roll.

<table>
<thead>
<tr>
<th>No. &amp; Name of Constituency</th>
<th>Part No.</th>
<th>No. &amp; Name of Section</th>
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**Particulars of elector as per finally published Electoral Roll, 200**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>House No.</th>
<th>Address</th>
<th>Name</th>
<th>Relationship</th>
<th>Relation’s Name</th>
<th>Sex</th>
<th>Age</th>
<th>EPIC No.</th>
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Minor corrections in spellings of name & relation’s name and EPIC No. may be indicated clearly by hand by the elector. In case the pre-printed House No. & Address is correct but inadequate then the full postal address should be written below:-

House/Door No. | Street/Area/Locality/
Town/Village:  | Mohalla/Road:
Tehsil/Taluka/  | Post Office:
Mandal/Thana:   | District:
Pin Code:       |                      

In case any particular has been wrongly printed then application should also be filed for rectification of the defect in the electoral roll. If either your name or relation’s name or age or sex has been wrongly printed then Form 8 should be filled up. In case you have change your place of residence within the constituency then fill up Form 8A along with this Form.

Two passport size photographs are Pasted in the space provided—one signed across and other unsigned— at my own cost for preparation of EPIC & photo electoral roll. An attested photography of a photo-bearing identification document is also enclosed.

Affix one passport size (3.5 cm x 3.5 cm) coloured photo here.
(Do not put your signature on this photo)

Affix one passport size (3.5 cm x 3.5 cm) coloured photo here.
(This photo should be signed across, i.e. part of the signature on the photo and part on the form)

My date of birth is

| D | D | M | M | Y | Y | Y | Y |

Place:
Date:

Signature of applicant

[Note: Please enclose attested photography of any of the following photo bearing documents for verification of the photography and date of birth. In case the document is self-attested, then show the original at the time of submission of the form in person—]

2. Proof of date of birth — In case date of birth is not indicated in the document attached in support of photograph then Birth certificate issued by a Municipal Authority or district office of the Registrar of Births & Deaths or Certificate issued by Educational Board/University in which date of birth is printed should be attached.

NB: "" Preprinted from database. (To be printed bilingually in the languages in which EPIC is printed)