

GENERAL INSTRUCTIONS
FORM-8

Who can file Form-8

1. Please note that no fee shall be charged for the application Form or for processing the Form for registration by Registration Officer, except for the Election Commission approved paid services at authorized centres.
2. Can be filed only by a person whose name is already included in the electoral roll seeking correction to his/her particulars already printed in the electoral roll. One person cannot file application in Form 8 for correction in the particulars of any other person.

Availability of Form 8

Form will be available at EROs/AEROs Office/Designated Locations/Authorized Centres. It can also be downloaded from NVSP portal i.e, <http://www.nvsp.in/> or from the ECI website, i.e, <http://eci.nic.in>.

When Form-8 can be filed

1. Form-8 can be filed for correction to particulars of a person entered in the electoral roll. The application can be filed after draft publication of electoral roll of the constituency. The application is to be filed within the specific days provided for the purpose. Due publicity is given about the above period when the revision programme is announced.
2. Only one copy of the application is to be filed.
3. The Application can also be filed for correction of particulars relating to oneself in the finally published electoral roll when the revision programme is not going on. During non-revision period, application must be filed in duplicate.

Where to file Form-8

1. During revision period, the application can be filed at the designated locations where the draft electoral roll is displayed (mostly polling station locations) or *at the places authorised by the Election Commission*, as well as the offices of Electoral Registration Officer and Assistant Electoral Registration Officer of the constituency. The application can also be filed online on the *National Voter Service Portal (NVSP) of the Election Commission*, i.e, <http://www.nvsp.in/> or on the website of Chief Electoral Officer of the State concerned (*Link of CEOs' website has been provided on the Commission's website*, i.e, http://eci.nic.in/eci_main1/Links.aspx).
2. When revision programme is not going on, the application can be filed only with the Electoral Registration Officer or Assistant Electoral Registration Officer or can be filed online, as above.

How to Fill up Form-8

1. The application should be addressed to the Electoral Registration Officer of the constituency in which the name of the applicant is already included. The name of the constituency should be mentioned in the blank space.

2. In Part I of the Application, the applicant should write his name, as it should appear in the electoral roll. In case the initials to applicant's name printed in the electoral roll are in abbreviated form and he wants them to be printed in expanded form he can write his full name in expanded form. The full name except the surname should be written in the first box and surname should be written in the second box. In case the applicant does not have a surname, the given name only should be written. Caste should not be mentioned except where the caste name is used as part of the elector's name or a surname. Honorific appellations like Shri, Smt. Kumari, Khan, Begum, Pandit etc. should not be mentioned.
3. Please fill up the Part Number and serial number in that part of electoral roll where the name of the Applicant is listed. This is mandatory.
4. For correction in date of birth, documentary proof should be attached as under:
 - i) Birth certificate issued by a Municipal Authorities or district office of the Registrar of Births & Deaths or Baptism certificate; or
 - ii) Birth certificate from the school (Govt. / Recognised) last attended by the applicant or any other recognised educational institution; or
 - iii) If a person is class 10 or more pass, he should give a copy of the marksheet of class 10, if it contains date of birth as a proof of date of birth; or
 - iv) Marksheet of class 8 if it contains date of birth; or
 - v) Marksheet of class 5 if it contains date of birth; or
 - vi) A declaration in prescribed format given in Annexure-I (made available on demand by registration authorities) made by either of his parents if the person is not educated till class 10 (In those cases where parental declaration is given as proof of age, the applicant will have to be present himself for verification before BLO/AERO/ERO); or
 - vii) A certificate of his age given by a sarpanch of the concerned Gram Panchayat or by a member of the concerned Municipal Corporation / Municipal Committee, in case the person is not educated till class 10 and both the parents are not alive.
 - viii) Indian Passport.
 - ix) PAN Card.
 - x) Driving License.
 - xi) Aadhar letter issued by UIDAI.

Note: Documentary proof of age will be required only in those cases, where age of the applicant is between 18 and 21 years. In all other cases declaration of his age by the applicant will be taken as proof of age.

Details of Electors' Photo Identity Card.

1. If the Applicant has already been issued a Photo Identity Card by the Election Commission, the card number (printed on the front side) and date of issue (printed on the back side) of the card in the space provided in Part (d) of the Application Form should be mentioned. Please attach a self-attested photocopy of both sides of the card.
2. If the Applicant wants a fresh EPIC due to correction in entries through Form 8, an application has to be made for issue of such replacement EPIC in EPIC-001 (as per the format given as Annexure-II) with old EPIC and the requisite fee after correction by ERO on basis of Form-8.

Details of entries to be corrected.

1. In item (e) of the Application, the applicant should clearly tick the entry(ies) to be corrected. Therefore, this is a very important part of the Application.

2. In most part of the country now the electoral roll is printed with the photograph of electors. In case the application is for correcting a wrong photograph, then the applicant may tick on the "Photograph" in item (e) of the application and please, attach a recent passport size colour photograph with the application. In case of correction of entries in electoral roll, please mention correct particulars (which should be after proposed correction) in the box provided for this purpose, just below the item (e) of the Form.
3. Full name and address on the acknowledgement and intimation portions should also be given.
4. Applicant may give mobile number and E-mail I.D in the Form, which is optional, as the same, if given, may be used by the Electoral Registration Officer for further communication with the applicant whenever required.
