

Documents Checklist

| Self-employed / Non-Salaried / Unemployed Persons | | Employed / Salaried Persons | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| Proof of Business / Work* (Any one of the following documents should suffice) | Source of Income/Funds*(Any one of the following documents should suffice) | Proof of Profession* (Any one of the following documents should Suffice) | Source of Income/Funds*(Any one of the following documents should suffice) |
| Business Registration Document, or. | Receipt of payment against the work, OR | Valid Job / Employee Card, OR | Latest Salary slip, OR |
| Business/Proprietor Letter Head; or any other Proof of self-Employment (e.g. Lawyer / Doctor/ Consultant/ Freelancer/ Grocery Store/ Labor work etc.) OR | Account statement, OR | Employer /Job Certificate ,OR | Salary Certificate, OR |
| Partnership /Business Deed, OR | Particulars of Income / Funds providers (e.g. Family Members/ Guardian/ Stipends/Social Benefits etc.) OR. | Employment Contact, OR | Payment Slip/ Record, OR |
| Housewives – Declaration, OR | Tax statement/ Return/ Certificate, OR | Employer Letter, OR | Account Statement OR |
| Student ID Card/ Letter form Educational Institute, OR | Any other Document evidencing source income | Iqama/ Work Permit showing Profession/ Employment details OR | Tax Statement/ Return/ Certificate, OR |
| Iqama / Work Permit showing Business/ Nature of Work etc., OR | | For Retired person a copy of Retirement Letter / Proof of Retirement, OR | For Retired Persons, an evidence of Terminal Benefits/ Pension Book etc., OR |
| Any other document evidencing the Profession. | | Any other document evidencing the Profession | Any other Document evidencing Source of Income |
| Miscellaneous / Others | | Source of Income/Funds | |
| Inheritance OR | | Both Salaried/ Non-Salaried/ Self-Employed/ Unemployed may derive their income fund from these sources as well | |
| Agriculture Income, OR | | | |
| Investment in property OR | | | |
| Interest Income | | | |

