



Income Tax Department
Central Board of Direct Taxes



INSTANT
e-PAN



A. Overview

Instant e-PAN is a 10 digit Permanent Account Number issued to individuals by Income Tax Department in electronic format on near real time basis. The Instant e-PAN service is available on the e-Filing website of Income-tax Department www.incometax.gov.in to Individuals, who have not been allotted a Permanent Account Number (PAN) earlier but possess Aadhaar number. This is a pre-login service, where an individual can obtain digitally signed PAN in electronic format (PDF file), free of cost, with the help of Aadhaar and mobile number linked with Aadhaar. Applicants are not required to submit or upload any documents.

B. General Scheme of Instant e-PAN allotment

The applicant is required to visit the e-Filing website of Income-tax Department www.incometax.gov.in and type his/her valid Aadhaar number and submit the OTP received on the mobile number linked with Aadhaar. On successful allotment of e-PAN by the ITD, the same can be downloaded from the e-filing website. The applicant will also receive a copy of the e-PAN via e-mail id if registered with the Aadhaar.

C. Pre-requisites for obtaining Instant e-PAN

The applicant

- a. is an individual who has not been allotted a PAN earlier
- b. possesses a valid Aadhaar which is not linked to any other PAN
- c. has Mobile number linked to his/her Aadhaar
- d. is not a minor as on date of request
- e. is not covered under the definition of Representative Assessee u/s 160 of the Income Tax Act.

D. How to apply for Instant e-PAN

- (a) To apply for Instant e-PAN, please visit the e-Filing website of Income-tax Department, (Url: www.incometax.gov.in).
- (b) Click the link-'**Instant e-PAN**'.
- (c) Click '**Get New e-PAN**' button. It will redirect you to the Get **New e-PAN** request webpage.
- (d) Enter your 12-Digit Aadhar number for PAN allotment and select the **I confirm that**

checkbox and click **Continue**. This will take you to the OTP Validation page.

- (e) On the **OTP validation** page, click **I have read the consent terms and agree to proceed further**. Click **Continue**.
- (f) On the **OTP validation** page, enter the 6-digit OTP received on the mobile number linked with Aadhaar, select the checkbox to validate the Aadhaar details with UIDAI and click **Continue**.
- (g) On the **Validate Aadhaar Details** page, select the **I Accept that** checkbox and click **Continue**.
- (h) On successful submission, a success message is displayed along with an Acknowledgement Number. Please keep a note of the Acknowledgement ID for future reference. You will also receive a confirmation message on your mobile number linked with Aadhaar.

E. How to download Instant e-PAN

- (a) To download e-PAN, please go to the e-Filing website of Income-tax department, (Url: www.incometax.gov.in).
- (b) Click the link-'**Instant e-PAN**'.
- (c) On the e-PAN page, click Continue on the Check Status/ Download PAN option.
- (d) On the **Check status / Download e-PAN** page, enter your 12-digit Aadhaar and click **Continue**.
- (e) On the **OTP Validation** page, enter the 6-digit OTP received on your mobile number registered with Aadhaar and click **Continue**.
- (f) On the **Current status of your e-PAN request** page, you will be able to see the status of your e-PAN request. In case the new e-PAN has been generated and allotted, click **View e-PAN** to view or **Download e-PAN** to download a copy.



Frequently Asked Questions (FAQs)

1. What is PAN?

PAN (Permanent Account Number) is a 10-digit alpha-numeric number issued by the Income-tax Department to persons (individuals, HUFs, Companies, Trusts, Partnership Firms etc.,) in accordance with section 139A of the Income-tax Act, 1961.

2. What is e-PAN?

e-PAN is a PAN issued by Income Tax Department in electronic format (digitally signed PDF).

3. What is Instant e-PAN?

Instant e-PAN is a PAN issued by Income Tax Department in electronic format on near real time basis through Aadhaar KYC. Individuals who do not have PAN but have valid AADHAAR number and mobile number linked thereon can obtain e-PAN through the Instant e-PAN facility on the e-filing portal of the Income Tax Department, ([Url: www.incometax.gov.in](http://www.incometax.gov.in)).

4. Is Instant e-PAN Valid? Is it different from the PAN issued via other modes of application?

Yes. Instant e-PAN is valid. It is not different from the PAN issued by Income-tax Department via other modes of application.

5. Who can apply for allotment of Instant e-PAN?

The Individuals, who have not been allotted a Permanent Account Number (PAN) earlier but possess valid Aadhaar number and have registered their mobile number with Aadhaar, can apply.

6. If I apply for Instant e-PAN, how will I get the allotted PAN?

You will get the electronic copy of PAN in PDF format via email, if your email-id is registered with Aadhaar. You can also download your PAN by submitting the Aadhaar number at **Check status / Download PAN of the Instant PAN facility on the e-filing portal of Income Tax Department.**

- 7. Do I have to pay for obtaining Instant e-PAN?**
No, it is free of cost.
- 8. Can I use Instant e-PAN facility if I already have a PAN? Can I apply for another PAN?**
No. Instant e-PAN can be used only if you do not have a PAN. As per provisions of Section 272B(1) of Income Tax Act, 1961, a person should not possess more than one PAN and having more than one PAN will attract a penalty of Rs. 10,000.
- 9. Can foreign citizens apply for Instant e-PAN?**
No.
- 10. Is there any mandatory requirement to apply for Instant e-PAN?**
No, Instant e-PAN is an optional facility for those individuals who do not possess PAN but possess a valid Aadhaar and mobile number registered with it.
- 11. Can I apply for instant e-PAN if my Aadhaar Card is not active?**
No.
- 12. How is active Aadhaar verified in instant e-PAN allotment?**
UIDAI sends an OTP to the registered mobile number through the process of Aadhaar e-KYC.
- 13. What if, I do not get an OTP?**
You can resubmit the Aadhaar e-KYC page to get a new OTP. If you still don't get an OTP, you have to contact UIDAI.
- 14. How many times can OTP be generated?**
Any number of times.
- 15. If any Aadhaar authentication gets rejected during e-KYC, what should I do?**
Aadhaar authentication may get rejected due to wrong OTP. The problem can be resolved by entering the correct OTP. If it still gets rejected, you have to contact the UIDAI.
- 16. Do I need Digital Signature Certificate (DSC) for applying for PAN card through Aadhaar based Instant e-PAN facility?**

No.

17. Do I need to submit the physical copy of KYC application or proof of Aadhaar Card?

No. The physical copy of KYC application or proof of Aadhaar Card need not be submitted. Instant e-PAN facility is complete online paperless process.

18. What documents do I require for obtaining an e-PAN through Instant e-PAN facility?

No documents are required. You only require a valid Aadhaar and a valid mobile number linked with your Aadhaar.

19. Do I need to upload a scanned photo, signature etc. for instant e-PAN?

No.

20. Do I need to do in-person verification (IPV)?

No.

21. Do any of PAN centres need to be visited for Instant e-PAN allotment personally?

No.

22. Can we give an address different from the address on the Aadhaar card?

No. The address as per Aadhaar will be captured in PAN database.

23. How do I check my status of Instant e-PAN application?

Once request is submitted, the applicant can check the status of the request by following the below steps:

- (a) To check the status of Instant e-PAN, please go to the e-Filing website of Income-tax department, (Url: <https://www.incometax.gov.in>).
- (b) Click the link- '**Instant e-PAN**'.
- (c) On the e-PAN page, click **Continue** on the Check Status / Download PAN option.
- (d) On the **Check status / Download PAN** page, enter your 12-digit Aadhaar and click **Continue**.
- (e) On the **OTP Validation** page, enter the 6-digit OTP received on your mobile number registered with Aadhaar and click **Continue**.

(f) On the **Current status of your e-PAN request** page, you will be able to see the status of your e-PAN request. In case the new e-PAN has been generated and allotted, click **View e-PAN** to view or **Download e-PAN** to download a copy.

24. Will I get a physical/PVC PAN card?

No. You will be issued an e-PAN (in PDF format) which is a valid form of PAN.

25. How do I obtain a PVC PAN card of Instant e-PAN allotted to me?

If Instant e-PAN has already been allotted, printed PVC PAN card of the same can be obtained by submitting a reprint request through the links below:

<https://www.onlineservices.nsdsl.com/paam/ReprintEPan.html>

[PAN Card | PAN Card Online | PAN Card Services | PAN Card Apply \(utiitsl.com\)](#)

26. Can I make any changes in my existing PAN through Instant e-PAN?

No.

Please use the Change Request Facility provided on the links below-

<https://www.onlineservices.nsdsl.com/paam/endUserRegisterContact.html>

https://www.pan.utiitsl.com/panonline_ipg/forms/csfPan.html/csfPreForm

27. If I am having difficulty in using the facility of Instant e-PAN allotment, whom should I contact?

You can mail us at

efilingwebmanager@incometax.gov.in

28. I have a PAN but I have lost it. Can I get a new Instant e-PAN?

No. Instant e-PAN can be obtained only if you do not have a PAN.

29. I am not able to update my Date of Birth in my e-PAN. What Should I do?

If only year of birth is available in your Aadhaar, you will have to update the date of birth in your Aadhaar and try again.

Disclaimer: These FAQs are for informational purposes only. Nothing in this document constitutes legal advice.



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