Steps to upload to Photo & Signature

Step 1 – Login to your NPS account by visiting https://cra-nsdl.com

Step 2 – Go to menu "Demographic Changes" and click on "Update Personal Details"

Step 3 – Click on Upload Photo and Signature and follow the steps mentioned below.

Step 4 – Click on Upload Photo & Signature and enter the details and click on Generate OTP.

Step 5 - Click on Proceed

Step 6 – Write OTP and Click on Submit OTP

Step 7 – Upload Photo & Signature and click on Save

Photo & Signature Upload

Upload Photo and Signature

Photo

Preview Photo

C:\Users\sagars\Desktop   Browse...

Signature

Preview Signature

C:\Users\sagars\Desktop   Browse...

Steps to Scan Signature

Note: Photo and signature should be in .jpg format with file size between 4 KB and 12 KB.

Save

Step 8 – Click on Confirm

Photo & Signature Preview

Preview Photo

Preview Signature

Confirm   **Edit**

Step 9 – Proceed further to complete OTP Authentication / eSign

Photo & Signature Upload Confirmation

PRAN	110████02
Name of the Subscriber	TVI████HNGH
Acknowledgement Number	170██80
Captured Timestamp	11/09/2022 18:57:07

Photo and Signature have been successfully uploaded.

OTP Authenticate / eSign Subscriber Registration Form

Step 10 – Click on OTP Authentication of Subscriber Registration form or eSign Subscriber Registration form then click on Generate OTP

Step 11 – Click on Proceed

Step 12 – Verify the OTP

Step 13 – You will get below message on successful completion of process.

eSign Success - Photo Signature Upload

eSign for Photo Signature Upload Form is Successfull!. Please download the eSign form and verify the Signature.

Download e-Sign file