

Steps to upload signature

Capturing image of Signature using a smart phone:

- You have to sign on white paper with a dark ink (preferably Black ink) so that the signature appears clearly in the image. You may also use the signature of Passport or PAN Card or any other document.
- Take a photo of the signature using the phone and transfer to desktop. Please ensure that the signature appears clearly.
- Open the image in 'Paint', cropped as required and saved in *.jpeg/*.jpg format.
- Size of file should be between 4kb - 12kb.
- Click on the 'Browse' button in eNPS and upload the image.

Scanning of Signature:

- You have to sign on white paper with a dark ink (preferably Black ink) so that the signature appears clearly in the image. You may also use the signature of Passport or PAN Card or any other document.
- Set the scanner resolution to a minimum of 200 dpi (dots per inch),
- Set the 'Colour type' to 'True Colour'
- Set the dimensions to 140 x 60 pixels (preferred)
- Scan the image, cropped as required and saved in *.jpeg/*.jpg format
- Size of file should be between 4kb - 12kb
- Click on the 'Browse' button in eNPS and upload the image.