

APPLICATION FOR DIGITAL SIGNATURE CERTIFICATE - FOR ORGANISATION

Application ID Number (For office use only):

Instructions:

- Please fill the form in BLOCK LETTERS and (*) MARKED Fields are Mandatory.
- Inconsistent/incomplete applications are liable to be rejected.
- Attestation of documents by any: Gazetted Officer OR Bank Manager OR Company Secretary OR Post Master OR present originals to our Registration Authority for verification & attestation.
- All subscribers are advised to read Certification Practice Statement and Subscriber agreement eMudhra available at www.e-mudhra.com
- At Par Cheque / Demand Draft to be drawn in favour of **eMudhra Consumer Services Ltd.**
- For Class III Digital Signatures "In Person Verification" of the applicant is mandatory

**Affix
recent passport
photograph of the
applicant duly
signed across**

1A. CERTIFICATE CLASS*	1B. CERTIFICATE TYPE*	2. CERTIFICATE VALIDITY*	3. USB TOKEN*
☐ Class 2 Gold Organisation	☐ Signature	☐ 1 Year	☐ Required
☐ Class 3 Platinum Organisation	☐ Encryption	☐ 2 Years	☐ Not Required

APPLICANT DETAILS* (As per applicant's valid ID Proof at Sl. No. 11below)

4. Name:* Mr./Ms./Dr.	FIRSTNAME	MIDDLENAME	LASTNAME
5. Date of Birth:*	DDMMYYYY	6. Gender:* ☐ Male ☐ Female	7. Nationality I N D I A N
8. Father/Spouse's Name			9. Residential Status* ☒ Resident

ORGANISATION DETAILS* (Door No., Name of the premises, Road, Area, City, State and Pin Code needs to be filled)

10. Organisation Details: *	☐ Corporate Office	☐ Head Office	☐ Registered Office	☐ Branch Office
Organisation Name				
Department				
Registration Number				
Date of Incorporation / Proprietorship				
Commencement / Partnership Agreement				
Address :				
Pincode	City	State		
Telephone No. (e.g. +91-80-23333333)	Mobile No. (e.g. +91-9999999999)			
Fax No. (e.g. +91-80-23333333)				
Corporate Website (URL)				
PAN No. of Organisation* Attach photo copy)				

Organisations Bank Account Details: *

Bank Name				
Branch Name & Place				
Account Type	☐ Savings	☐ Current		
Account Number				

IDENTIFICATION DETAILS*

11. E-Mail ID:* (Valid and active E-mail ID to be included in the Digital Signature Certificate)				
12. a) PAN of the Applicant:				
12. b) Valid Identity Documents : *	☐ Passport ☐ Copy of Driving License ☐ PAN card ☐ Post Office ID Card ☐ Bank Account Passbook containing the Photograph and signed by an individual with attestation by the concerned Bank official ☐ Photo ID Card issued by the Ministry of Home Affairs of Centre/State Government ☐ Document ID No. ☐ Any Government issued photo ID Card bearing the signatures of the individual			

PAYMENT DETAILS*

13. Mode of Payment *

☐ Online ☐ Cheque/DD

Online Payment Details

Transaction/Reference No.	
Bank Name	
Account Type	
Amount Rs.	
Date	

Cheque/DD Payment Details

Cheque /DD No.	
Bank & Branch Name	
Account Type	
Amount Rs.	
Date	

DECLARATION

I hereby agree that I have read and understood the provisions of eMudhra Certification Practice Statement (CPS) and the subscriber agreement and will abide by the same. The information provided in this Digital Signature Certificate request form is true and correct to the best of my knowledge and I accept publishing my certificate information in eMudhra repository.

Place : _____ Signature of the Applicant
Date : _____ Name of the Applicant :

Office Seal and Stamp

UNDER CHECK LIST OF ORGANISATION DOCUMENTS TO BE SUBMITTED ALONG WITH THE APPLICATION*

- a. ☐ ID proof of applicant as selected in S.No 12
- b. True copy of any one (attested by Company Secretary OR Director OR Partner of the Organisation as applicable)
☐ Certificate of Incorporation ☐ Memorandum of Association ☐ Regd. Partnership Deed ☐ Valid Business License
- c. True copy of any one (attested by Company Secretary OR Director OR Partner of the Organisation as applicable)
☐ Annual Report ☐ Latest Income Tax Return ☐ Latest Organisation Bank details from the Bank ☐ Statement of Income issued by Chartered Accountant
- d. ☐ Attested Copy of the Organisation PAN Card
- e. ☐ Authorization letter in favour of the certificate applicant from the Organisation as per format below
- f. ☐ List of Partners/Members/Directors with their complete name and address details

TO BE FILLED BY RA OFFICE ONLY*

I declare that the applicant has provided correct information in this application form. I have checked and verified the application form and supporting documents.

RA Name :

Signature :

Place :

Date :

RA Seal & Stamp

AUTHORISATION LETTER FORMAT* (This Authorisation Letter is required on the Organisation's letterhead)

To,
eMudhra Consumer Services Limited,
3rd Floor, Sai Arcade, 56 Outer Ring Road,
Deverabeesanahalli, Opp Intel, Bangalore 560103
Phone : +91 80 4336 0000

Date :

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Dear Sir,

Sub : Authorisation letter for obtaining Digital Signature Certificate.

This is certify that Mr./Mrs./Miss. _____ (Certificate applicant) has provided correct information in the 'Application form for issue of Digital Signature Certificate' to the best of my knowledge and belief vide application form dated DD-MM-YYYY. I hereby authorize him/her, on behalf of our Organisation to apply for obtaining the following Class of Digital Signature Certificate issued by e-Mudhra.

- ☐ Class 2 Gold Organisation ☐ Class 3 Platinum Organisation ☐ Class 3 Device / Server

Details of Executive Authorizing the Applicants :

Signature :

Name :

Designation :

Department :

Office Seal and Stamp :

CONTACT DETAILS