

# DIGITAL CERTIFICATE FOR FOREIGN INDIVIDUAL



PLEASE FILL IN BLOCK LETTERS ONLY

## Application ID (For Office Use Only)

Signature

Encryption

Affix recent passport size photograph of the applicant duly signed across

CLASS	TYPE	VALIDITY	USB TOKEN
Class 2	<input type="checkbox"/> Signature	1 Year	Required
Class 3	<input type="checkbox"/> Encryption	2 Years	Not Required

## CERTIFICATE CATEGORY

Individual  Organisation

## APPLICANT DETAILS

Name Mr./Ms./Dr.

Date of Birth  DDMMYYYY Gender  Male  Female Nationality

## ORGANISATION DETAILS

Organisation Details  Corporate Office  Head Office  Registered Office  Branch Office

Organisation Name

Department

Registration Number

Date of Incorporation/Proprietorship Commencement/Partnership Agreement  DDMMYYYY

Address

City  State  Pin code

Telephone  Mobile  Fax No

PAN of Organisation

## IDENTIFICATION DETAILS

Email ID

PAN of the Applicant

Valid Identity Documents (Any one of below)

- |                                       |   |   |  |
|---------------------------------------|---|---|--|
| <input type="checkbox"/> Passport     | <input type="checkbox"/> Driving License        | <input type="checkbox"/> PAN Card           | <input type="checkbox"/> Post Office ID Card |
| <input type="checkbox"/> Aadhaar Card | <input type="checkbox"/> Bank Account Passbook* | <input type="checkbox"/> Government ID Card |  |

ID Number

## UNDER CHECKLIST OF ORGANISATION DOCUMENTS TO BE SUBMITTED ALONG WITH THE APPLICATION

- ID proof of the applicant
- True copy any one of the below documents
  - Certificate of Incorporation
  - Memorandum of Association
  - Regd. Partnership deal
  - Valid Business License
  - Annual Report
  - Latest Income Tax Return
  - Latest Organisation Bank Details from the Bank
  - Statement of Income issued by Chartered Accountant
- Attested copy of Organisation PAN card
- Authorisation letter in favour of the Certificate Applicant from the Organisation as per the format overleaf
- List of Partners/Members/Directors with their complete Name and Addresses

**PASSPORT & VISA DETAILS**

**Passport Details**

Passport number

Passport Issuing Authority

Passport Expiry Date

**Visa Details**

Visa issued By

Visa valid from

Visa Expiry Date

**Declaration**

I hereby agree that I have read and understood the provisions of e-mudhra 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 e-Mudhra repository.

Date

Place

Seal & Stamp (If any) Signature of the applicant

**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.

Date

Place

RA Name, Code & Seal Signature of RA

**Payment Details (Optional)**

Mode of Payment	Online Transfer	At-par Cheque / Demand Draft
	<u>Online Transfer Details</u>	<u>Cheque / DD Details</u>
Transaction / Ref No	<input type="text"/>	Cheque/DD No <input type="text"/>
Bank Name	<input type="text"/>	Bank & Branch Name <input type="text"/>
Account Type	<input type="text"/>	Account Type <input type="text"/>
Amount (₹)	<input type="text"/>	Amount (₹) <input type="text"/>
Date	<input type="text"/>	Date <input type="text"/>

**AUTHORISATION LETTER FORMAT**

To, Date:

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

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' for employees of Banking Sector 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 eMudhra.

Class of Digital Signature Certificate issued by e-Mudhra.

Class 2 Organisation  Class 3 Organisation

Details of Executive Authorising the applicants:

Signature:  Name:   
 Designation:  Employee Code:   
 Department:

Office Seal and Stamp

## Instructions

### General

1. Please fill the form in BLOCK LETTERS only.
2. Inconsistent/incomplete applications are liable to be rejected.
3. All subscribers are advised to read Certification Practice Statement and Subscriber agreement eMudhra available at [www.e-mudhra.com](http://www.e-mudhra.com).

### Class of Certificate

4. For Class III Digital Signatures "In Person Verification" of the applicant is mandatory.

### Email ID

5. Email ID in the application should be a valid and active email ID belonging to Applicant, in order to issue the certificate.

### Document Proof

6. Bank Account Passbook should be containing the Photograph and signed by an individual with attestation by the concerned Bank official.
7. Bank Statement, the date of last transaction should not be older than 3 months.
8. All Address proof documents should have the complete address for the purpose of accepting the same as proof.
9. 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.

### Payment Details

10. At Par Cheque / Demand Draft to be drawn in favour of eMudhra Consumer Services Ltd.

## Contact Details

eMudhra Consumer Services Limited, 3rd Floor, Sai Arcade, 56 Outer Ring Road, Deverabeesanahalli, Opp Intel, Bangalore 560 103. Karnataka  
Phone : +91 80 4336 0000 Fax : +91 80 4227 5306 Email : [info@e-mudhra.com](mailto:info@e-mudhra.com) Web:[www.e-mudhra.com](http://www.e-mudhra.com)