

DIGITAL CERTIFICATE FOR ORGANISATION - APPLICATION FORM

FOR DGFT APPLICATION USAGE



PLEASE FILL IN BLOCK LETTERS ONLY

For form filling please follow the instruction in <http://www.e-mudhra.com/instruction.html>

Application ID (For Office Use Only)

Signature

CLASS

☒ DGFT

TYPE

☒ Signature

VALIDITY

1 Year

2 Years

Affix recent passport size photograph of the applicant duly signed across

USB TOKEN

Required

Not Required

Applicant Details

Name Mr./Ms./Dr. L A S T N A M E / F I R S T N A M E / M I D D L E N A M E

Date of Birth D D M M Y Y Y Y Gender Male Female Nationality

IEC DETAILS OF THE ORGANISATION

IEC Code

Branch Code

ORGANISATION DETAILS

Organisation Details ☐ Corporate Office ☐ Head Office ☐ Registered Office ☐ Branch Office

Organisation Name

Department

Registration Number

Date of Incorporation/Proprietorship Commencement/Partnership Agreement D D M M Y Y Y Y

Address

City State Pin code

Telephone Mobile Fax No

PAN Of Organisation PAN of the Applicant

Email ID

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

IDENTIFICATION DETAILS

Valid Identity Documents (Any one of below)

Passport

Driving License

PAN Card

Post Office ID Card

Aadhaar Card

Bank Account Passbook*

Government ID Card

ID Number _____

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

- ☐ ID proof of the applicant
- ☒ ~~Copy~~ a copy of ~~Any one of the below documents~~

Certificate of Incorporation	Memorandum of Association	Regd. Partnership deed	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

AUTHORISATION LETTER

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 for DGFT use.

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. I hereby authorize him/her, on behalf of our
 Organisation to apply for obtaining Class 3 DGFT certificate.

Details of Executive Authorising the applicants:

Signature:

Name:

Designation:

Employee Code:

Department:

Office Seal and Stamp

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 Web: www.e-mudhra.com