

Customer Identification Number : _____ (for office use only)

PLEASE TICK ANY ONE

Class2

OR

Class3

OR

(n)eXIM



Individual

Validity 2 Years

Only Signing

Affix recent passport size photograph of the applicant

Organization

Validity 1 Year

Sign & Encrypt

Applicant Name

Surname

First Name

Middlename

Unique Email ID

Applicant to sign across the photograph extended to application form

Identity Details of Applicant DOC No.

☐ *PAN Card ☐ Driving License ☐ Aadhaar Card ☐ Passport ☐ Govt. ID Card ☐ Postoffice ID Card ☐ Copy of Bank Account Passbook containing photo & signed by applicant with attestation by concerned Bank Officer

Tick any one and enclose the attested copy of same. (*For PAN based DSC, please provide the PAN Card details.)

In case of Individual DSC

Residential Address

In case of Individual

Area / Landmark

Town/City/District

State

PIN

Contact No.

In case of Enterprise DSC

Company Name

Company PAN

Department

Official Address

Area / Landmark

Town/City/District

State

PIN

Contact No.

For (n)eXIM DSC only

IEC Number

Branch Code

INSTRUCTIONS :

- Please fill the form in English only in legible format.
- OID would be as per our CPS. Please refer to our CPS at www.ncodesolutions.com/cps for more information.
- In case of keypair been compromised/lost/deleted, please apply for revocation of certificate.
- For obtaining Class 3 "In Person verification" is mandatory as per CCA - Guidelines.
- Incomplete application is liable for Rejection. The rejected form would be physically discarded after 15 days from the date of rejection. No request would be entertained with respect to rejected form after the rejection period.
- All supporting documents should be attested by Gazetted Officer or Bank Manager or Post Master. Alternatively the applicant can present originals to RA for verification and attestation.

I hereby agree that I have read and understood (n)Code Solutions CPS and the subscriber agreement and promise to abide the same. I have read and understood guidelines for storage of private keys mentioned in (n)Code Solutions CPS.

In case of submission of Aadhaar Card Details, I provide my consent to (n)Code Solutions for using Aadhaar Card details for my identity authentication only.

Date :

Place :

Signature of Applicant (with seal of Enterprise if applicable)

Verified by (n)Code Office

For RA use only

All documents, address and physical presence verified by

Seal & Signature

RA Name, Seal & Signature

Customer Identification Number : _____ (for office use only)

Documents Required for Verification



Document Required for Enterprise / (n)eXIM Application

- 1 Attested copy of any one
 - ☐ Valid business license document issued by State / Central Govt.
 - ☐ Memorandum and Articles of Association
 - ☐ Registered Partnership Deed
 - ☐ Certificate of Incorporation
 - ☐ Latest Income Tax Return ☐ Annual Report
- 2 ☐ Attested Copy of Company PAN
- 3 ☐ Authorization Letter
- 4 ☐ IEC copy (Applicable only for (n)eXIM application)

Attested copy of any of the following as address proof for an Individual Application

- *Should not be older than 3 months.
- ☐ *Telephone / Electricity / Water Bill
 - ☐ Voter ID Card
 - ☐ *Gas Connecton
 - ☐ Property Tax / Corproation Tax Municipal Corporation Receipt
 - ☐ Bank Statement attested by the Bank (Recent)
 - ☐ Driving License / RC
 - ☐ Service Tax / VAT / Sales Tax Reg. Certificate
 - ☐ Passport
 - ☐ Aadhaar Card

Payment Details (Applicable for applicant obtaining DSC from any (n)Code Office)

Cheque / D.D. to be Drawn in favour of "(n)Code Solutions, Division of GNFC Ltd." (Cheque should be "Payable at Par")

Date : _____ Bank Name : _____ DD / Cheque No. : _____ Amount : _____

Authorization Letter

(Mandatory for Enterprise and (n)eXIM DSC)

To,
(n)Code Solutions (A Division of GNFC Ltd.)

This to certify that

Mr. / Ms. _____ (certificate applicant) has provided correct information in the application form for issue of Digital Certificate to the best of my knowledge and belief and is working with _____ (enterprise name). He / She is hereby authorized to obtain a Digital Certificate issued by (n)Code Solutions.

Name : _____	
Designation : _____	Enterprise Name : _____
Date : _____	Signature of Authorizing Person (with seal of Enterprise)
Place : _____	
[Sign : _____]	

(n)Code Offices

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