

"Use Only Blue (or) Black ink for filling the application form"



Registration Form for Digital Certificate

GOVERNMENT

(n)Code Solutions
e-Safe . e-Secure . e-Sure

Customer Identification Number : _____ (for office use only)

PLEASE TICK ANY ONE

Class 2 OR Class 3



Validity 2 Years OR Validity 1 Year Only Signing OR Sign & Encrypt

INSTRUCTIONS

- Please fill the form in English only in legible format.
- For obtaining DSC "In person verification and Video recording of DSC applicant" is mandatory as per CCA - Guidelines.
- As a Pre-requisite once the form is processed, Please send SMS as below to any one of these no. 092239 90613, 090163 60370.
[Customer id :Space[CID NO.]Space[Email:] Space[_____]]
- All supporting documents should be attested by Gazetted Officer or Bank Manager or Post Master and the Name, designation, office address and contact number of the attesting officer should be clearly visible.
- 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.
- OID would be as per our CPS. Please refer to our CPS at <https://www.ncodesolutions.com/PDF/CPS.pdf> for more information.
- Incase of keypad been compromised/lost/deleted, please apply for revocation of certificate.
- USB Crypto token is required to download DSC as per CCA guidelines. www.ncodesolutions.com/PDF/CCA-CRYPTO.pdf

1 Applicant Name APPLICANT TO SIGN ACROSS THE PHOTOGRAPH EXTENDED TO APPLICATION FORM ▶

Surname: _____ First Name: Name As in Spark Middle Name: _____

2 Unique Email ID: Personal Email Id Department E-mail Id

3 Unique Mobile No.: Personal No.

4 Identity Details of Applicant DOC No. Aadhar Number

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

*Aadhaar Number

*For PAN based DSC, pls provide the PAN Card details and enclose the attested copy of same.

I hereby declare that neither PAN nor Aadhaar Number has been issued to me (Tick if PAN or Aadhaar Card not issued)

5 GST Number: _____

6 Organization Name: Institution Name

7 Organizational Email ID: Institution E-Mail Id

8 Govt. ID Card Detail (Enclose attested copy): pen Number Department: Department Name

9 Office Address: Institution Address

10 Area / Landmark: Place Town/City/District: Kerala Pin code: _____

Affix recent passport size photograph of the applicant

Photo with cross stamp

PLEASE NOTE :

"Section 71 of IT Act (www.ncodesolutions.com/PDF/ITbill2000.pdf) stipulates that if anyone makes a misrepresentation or suppresses any material fact from the CCA or CA for obtaining any DSC such person shall be punishable with imprisonment up to 2 years or with fine up to one lakh rupees or with both.

DECLARATION :

- I, Aadhaar holder hereby provide my consent to GNFC Ltd., a Certifying Authority (or through their Registration Authority / Reseler) and submit my paper based copy of my Aadhaar Card as supporting document for issuance of Digital Signature Certificate as per IT Act.
- I hereby agree that I have read and understood "Gujarat Narmada Valley Fertilizers & Chemicals Ltd." CPS and the subscriber agreement and promise to abide the same. I have read and understood guidelines for storage of private keys mentioned in GNFC Ltd. CPS.
- I hereby authorise Gujarat Narmada Valley Fertilizers & Chemicals Ltd. to conduct mobile verification as per CCA guidelines, on the number mentioned above.

Round Seal

Designation Seal

Date : Date Place : Place

Signature of Applicant with seal of Organization: Signature

Verified by GNFC Office

For RA/Reseller use only

ALL DOCUMENTS, ADDRESS AND PHYSICAL PRESENCE VERIFIED BY _____

e-Safe . e-Secure . e-Sure



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Solutions
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Documents Required for Verification

Attested copy of following for Government Application

- A. Applicant's identity card.
- B. The application for DSC should be forwarded/Certified by the authorized signatory (Competent authority of the Department/ Head of Office / NIC Coordinator).
- C. Copy of identity card of authorised signatory.

Note :

- A. For Class 3 certificate, HOD should certify the physical verification of subscriber. with a statement similar to that used for life certificate of pensioners
- B. The attestation of documents may be carried out by Head of the Office/Gazetted Officer.

PAYMENT DETAILS

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

DDoS Only
Authorization Letter

Self Authorization Letter
↓

To,
GNFC Ltd.

This to certify that

Mr. / Ms. Name (certificate applicant)

Mobile Mobile Number 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 Institution Name (organization name). I certify the physical verification of the applicant. He / She is hereby authorized to obtain a Digital Certificate issued by GNFC Ltd.

DETAILS OF AUTHORISING PERSON

Name Name

Address Organization address

Place Place

Identity Pen Card Number

[Sign : _____]

Signature of Authorising Person
(with seal of organization)

Signature with Seal
Name & Round Seal

GNFC Offices

Corporate Office Gandhinagar : 079 - 66743289/311 • dscsales@ncode.in

Delhi
011-26452279/80

Bangalore
080-25206622
southsales@ncode.in

Mumbai
022-22048908
mumbaisales@ncode.in

(On letter head of the Government Department)

To,
(n)Code Solutions, A Division of GNFC Limited,
3302/A, 8th Cross,
12th Main Road,
HAL II Stage
Indiranagar
Bangalore 560038.

Sub: Applicant Verification as per the CCA Guidelines for the purpose of Digital Signature Certificate issuance

Sir,

Herewith we are enclosing Application forms of Name (Names of the Applicants) for issuance of Class 2 Digital certificates from (n)Code Solutions. We have gone through the CPS of (n)Code Solutions and we agree to abide by the same.

As a pre-requisite of the Identity Verification Guidelines by Controller of Certifying Authorities, we hereby certify as below :

1. All the applicants (as per names mentioned above) are working in Organization Name (Name of Ministry / Govt organization).
2. All the applicants are physically verified by me.
3. Their individual mobile numbers are active (to be put in DSC) and have been verified by me.
4. I am enclosing my self attested ID card.

Thanking you,

Name + Designation

(Name and designation of the signatory)

Mobile / contact number

Mobile Number

Name seal +
Round seal



Government Of India



Unique Identification Authority Of India



Name

XXX XXXX XXXX

DOB / XX XX XX

Sex / XXX

XXX XXXX XXXX



Address

XXX XXXX XXXX

XXXX XXXX XXX

XXX XXXX XXXX

XXXX XXXX XXX

XXX XXXX XXXX

XXXX XXXX XXX

XXX XXXX XXXX

XXXX XXXX

XXX XXXX XXXX

Self Attested
with
Name Seal &
Round Seal

आयकर विभाग
INCOME TAX DEPARTMENT



भारत सरकार
GOVT. OF INDIA

PAN Holders' <FIRST> <MIDDLE> <SURNAME>

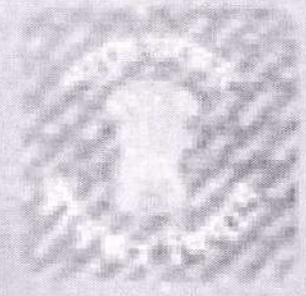
Fathers' <FIRST> <MIDDLE> <SURNAME>

Date of birth <DD / MM / YYYY>

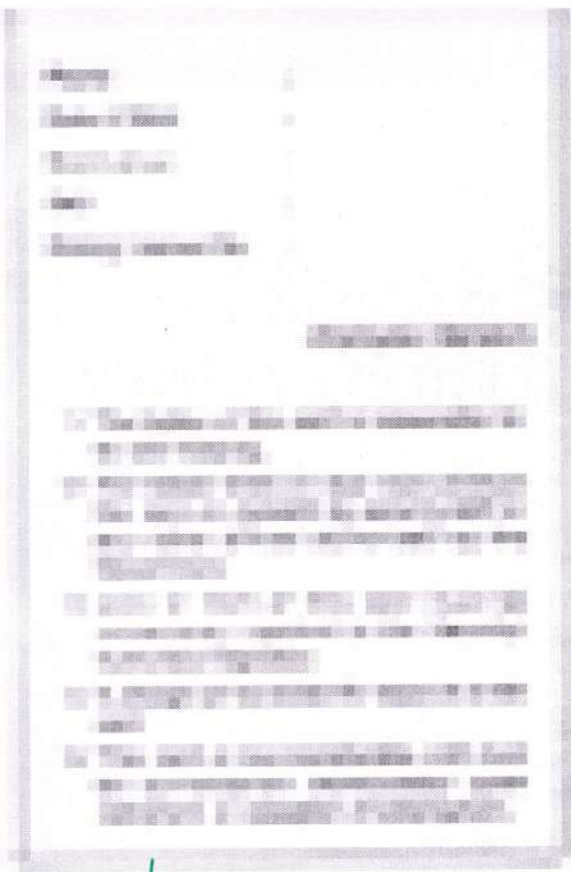
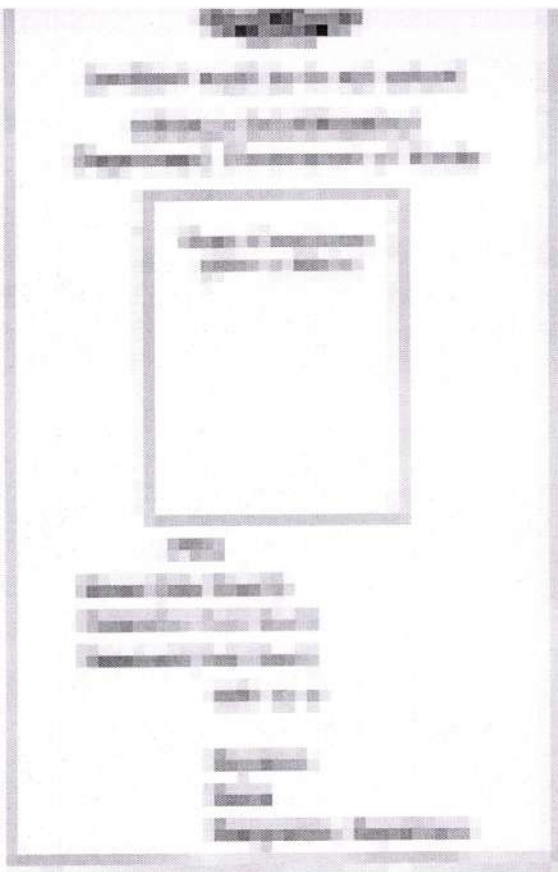
Permanent Account Number

PAN Number <AAAAA####>

PAN Holders Signature



Self Attested
with
Name Seal &
Round Seal



Department Id card / Spark Id with
Den Number

Self Attested

With

Name Seal &

Round Seal.