



Application Form for DSC and User-name / Password for Online Filing at IPO

I hereby agree that I have read and understood the provisions of the (n)Code Solutions CA CPS and the Subscriber Agreement and promise to abide by the same.

I also acknowledge that I shall be using USB Crypto Tokens to store my private key as prescribed in guidelines for storage of private keys mentioned in (n)Code Solutions CA CPS.

Signature Of Applicant

Place : _____

Date : _____

[Name: _____]

Registration form for Digital Signature Certificate along with verification documents can be sent to any one of the nearest LRA locations given on (n)Code Solutions CA website.

Cheque / D.D. to be Drawn in favour of “(n)Code Solutions, Division of GNFC Ltd.”

Cheque should be “Payable at Par”

Payment Details	LRA Details
D.D. Cheque No. : _____	Checked & Verified By
Date : _____ Amount: _____	
Bank Name : _____	
_____	LRA Name / Signature / Stamp

Contact : www.ncodesolutions.com

E-Mail : support@ncodesolutions.com

Toll Free : 1-800-233-1010

DOCUMENTS REQUIRED FOR VERIFICATION

Documents Required and Submitted by the Applicant

Documents required only once for an Organization / Enterprise for class IIIb

Certified true copy (by a gazetted government officer) of any one:

(Please tick the one submitted)

- Certificate of Incorporation / Memorandum and Articles of Association / Registered Partnership Deed / Valid business license document

Certified true copy of any one: (Please tick the one submitted)

- Annual Report / Income Tax Return / Statement of Income / Bank details of the organization

Documents required with each Digital Certificate Application:

- Authorization Letter in favour of the certificate applicant from the applicant organization (as per the format attached herewith)
- Latest photograph of the applicant

PHYSICAL PRESENCE IS REQUIRED FOR CLASS IIIb CERTIFICATE APPLICANT



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Note :

- Applicants for Class IIIb shall present themselves at the LRA location where the registration form for Digital Certificate was sent
- Please refer to the CPS for more information.

Documents required to be submitted if applicant is an individual / agent

Documents Required and Submitted by the Applicant	
A	Attested* Copy of any one: (Please tick the one submitted) <input type="checkbox"/> Passport / <input type="checkbox"/> Driving License / <input type="checkbox"/> Voters ID / <input type="checkbox"/> PAN Card / <input type="checkbox"/> PF Statement/PF Book / <input type="checkbox"/> Ration Card
B	Attested* Copy as address proof of any one: (Please tick the one submitted) <input type="checkbox"/> Latest telephone bill (landline or mobile) / <input type="checkbox"/> Latest electricity bill / <input type="checkbox"/> LIC receipt (if LIC policy is taken by applicant) <input type="checkbox"/> Documentary Proof of Professional Membership (ICAI, ICSI, ICWAI) <input type="checkbox"/> Latest Photograph of the applicant
C	Only for agents <input type="checkbox"/> Registration of agent with IPO

- Note :** * Attestation may be by a Bank Manager of a Nationalized or Private bank (excluding Cooperative banks) / Public Notary / Class I Gazetted Officer / Company Secretary.
 * In case the address on application is same as on document submitted under **A** (as above) then document mentioned in **B** is not required

Authorization Letter

(This Authorization Letter is required on the Organization's letterhead)

To,
 (n) Code Solutions,
 A Division of Gujarat Narmada Valley Fertilizers Company Limited.

This is 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 _____
 (organization name). He / She is hereby authorized to obtain a Class IIIb Digital Certificate issued by (n)Code Solutions CA.

Details of Authorized Person:

Name : _____
 Designation : _____
 Organization Name : _____
 Signature (with stamp of Orgn. / Office) : _____
 Date : _____
 Place : _____