

Common requirements for all type of DSC

- a) Application form filled and Signed with **BLUE INK** for processing of DSC (Digital Signature Certificate)
- b) ID proof of applicant (PAN Card / Driving License / Passport / Bank Passbook with Photo) – *duly attested by banker /post master / gazzeted officer.*
- c) Required Documents:

Government employee	Bank employee
<ol style="list-style-type: none"><li>1. ID proof of authorizer ( PAN Card / Driving License / Passport / Bank Passbook with Photo) – <i>self attested</i></li><li>2. Address Proof of Govt Company (Govt Dept. ID with address/Service letter from HOD/ declaration regarding address with stamp and sign)</li></ol> <p><b>Note:</b> Authorized person's sign is required in section 4 of the Application form, with Rubber Stamp and his Identity proof (Self attested).</p>	<ol style="list-style-type: none"><li>1. ID proof of authorizer ( PAN Card / Driving License / Passport / Bank Passbook with Photo) – <i>self attested</i></li><li>2. Address Proof of Bank (Bank statement attested by the Bank (Latest 3 months)/ Electricity bill / Mobile / Telephone bill )</li><li>3. Following documents<ol style="list-style-type: none"><li>a) RBI letter +</li><li>b) Bank PAN Card</li></ol></li></ol> <p><b>Note:</b> In Section 4 of application form stamp and sign of HOD of particular bank's department is required with rubber stamp and his Identity proof (self-attested).</p>

Note:

- Once above docs are processed we will be pleased to generate your digital signature and submit to you on a simple SMS verification.
- If in case any of the documents is not available then declaration on the letter head with stamp sign of proper authority can be attached.
- In case of Govt Applicant - ID proof Govt dept. is compulsory or else service letter with photo and stamp is required.
- PAN Card as an ID Proof will be a compulsion if you are intended to use your Digital signature on income tax or other some sites if instructed.
- Only for Class 3 DSC a Video Recording will be required.
- Spelling of Applicant's Name & Company Name written on Form should match exactly with Proofs submitted. Else please give another proof, with matching spelling. All the documents should be in English language. If not then kindly get the documents translated in English language.
- Attester's Details :-
  - Name and contact number
  - Designation
  - Signature with **BLUE INK**
  - Seal / Stamp.