



Registration Form for Digital Signature Certificate [Enterprise]



Customer Identification Number: \_\_\_\_\_
(For Office Use Only)

Instructions:

- 1. The Form is divided into 2 parts; Form A and Form B.
2. Form A contains details of certificate applicant and needs to be filled up each time. Form B contains organizational details and needs to be filled up only once for an Enterprise / Organization.
3. Please fill the form in BLOCK LETTERS in English only

Affix recent passport size photograph of the Applicant
(sign across photo)

FORM A

1. TYPE OF DIGITAL CERTIFICATE

1.Class IIb [ ] 2.Class IIIb [ ] 3.Class IIIc [ ]

2. CERTIFICATE VALIDITY 1 Yr. [ ] 2Yrs. [ ]

3. NAME OF THE APPLICANT (As required in the DIGITAL CERTIFICATE)

(Please ensure that the name as it appears in the Identity Proof matches with the name mentioned below)

[Grid for name entry]

4. OFFICE ADDRESS

[Grid for office address]

Town / City / District [Grid]

State / Union Territory [Grid]

Pin [Grid]

Contact No. [Grid] (STD Code) [Grid] Phone No [Grid] Fax No [Grid]

Mobile Phone No. [Grid]

5. DATE OF BIRTH

[Grid] DATE DD MONTH MM YEAR YYYY

eg.

6. E-MAIL ADDRESS

[Grid for email address]

7. IDENTITY DETAILS

(Please tick and fill ANY ONE)

No. [Grid] Passport / Voter's ID / PAN / Driving Lic. / Ration Card No. / PF Ac.



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DETAILS REQUIRED IF APPLYING FOR CLASS IIIc SERVER CERTIFICATE

8. ISP / DOMAIN DETAILS

ISP Name: [Grid]

Domain Name (Website Address): [Grid]

Domain IP Address: [Grid]

Physical Location:  
(of Server Hosting) [Grid]

Services offered on the Website: [Grid]

Domain Registered with (Name of registrar of Domain): [Grid]

Domain Registration validity up to: [Grid] [Grid] [Grid]  
DATE MONTH YEAR  
DD MM YYYY

eg.

DETAILS REQUIRED IF APPLICANT IS A FOREIGN NATIONAL

9. DETAILS

Nationality [Grid]

Passport No. [Grid]

Visa Details [Grid]



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FORM B

10. ORGANIZATIONAL DETAILS TO BE FILLED UP ONLY ONCE FOR AN ORGANIZATION

(Please disregard if already submitted)

Corporate / Head / Registered Office Address:

Company Name [grid]

Address [grid]

[grid]

Town / City / District [grid]

State / Union Territory [grid]

Pin [grid]

Contact No. [grid] [grid] [grid]

(STD Code) Phone No Fax No

Corporate Web site (URL) [grid]

Income Tax PAN No. [grid]

Bank Details :

Bank Name [grid]

Bank Account No. [grid]

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.

Place : \_\_\_\_\_  
Date : \_\_\_\_\_

Signature Of Applicant

[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"

Table with 2 columns: Payment Details and LRA Details. Payment Details includes D.D. Cheque No., Date, Amount, and Bank Name. LRA Details includes Checked & Verified By and LRA Name / Signature / Stamp.



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DOCUMENTS REQUIRED FOR VERIFICATION

Documents Required and Submitted by the Applicant
For all Classes eg: Class IIb , IIIb , IIIc
Documents required only once for an Organization / Enterprise for all classes of certificates; IIb, IIIb, IIIc
Certified true copy (from Company Secretary / a Director / Partner of the Organization) 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
Class IIb & Class IIIb
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
Class IIIc
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
Domain Name Registration proof from the Registrar of Domains.
PHYSICAL PRESENCE IS REQUIRED FOR CLASS IIIb & CLASS IIIc CERTIFICATE APPLICANT

- Note :
Applicants for Class IIIb & Class IIIc certificate shall present themselves at the LRA location where the registration form for Digital Certificate was sent, for verification of physical presence.
Please refer to the CPS for more information.

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 IIb / Class IIIb / Class IIIc Digital Certificate issued by (n)Code Solutions CA.

Details of Authorized Person:
Name : \_\_\_\_\_
Designation : \_\_\_\_\_
Organization Name : \_\_\_\_\_
Signature (with stamp of Orgn. / Office) : \_\_\_\_\_
Date : \_\_\_\_\_
Place : \_\_\_\_\_