

Address	
Town/City/District	State/Union Territory PIN
Identity Proof	PAN Card Post Office ID Card Bank Account passbook having the photograph and signature by individual  Driving Passport Any Government issued photo ID card bearing the signature of the individual licence
Address Proof	Passport Voter ID Gas Electricity Service Tax / Vat Tax / Telephone Card Connection Bill Sales Tax Reg. Certificate Bill
	Water Driving licence (DL) / Property Tax / Corporation Tax Bank Statement Aadhar Bill Reg. Certificate (RC) Municipal Corporation Receipt Signed by Manager

Note: Section 71 of IT Act 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 liable for punishment with imprisonment up to 2 years or with fine up to one lakh rupees or both.

## Instructions:

- 1. Please fill up the form in 'English' only.
- 2. Incomplete, illegible or inconsistent applications will be rejected.
- Supporting documents should be attested either by a bank manager, a Gazette officer or a Post Master.
- 4. The utilities bill or bank statement should not be older than 3 months from the application date
- 5. Please ensure that tax related supporting documents should be of the most recent year if not current then previous year
- For CLASS 3 certificates physical presence of applicant is a must for which a 25 second video Should be recorded.

- 7. Mobile verification by the applicant is mandatory.
- 8. DSC Download link is sent to the applicant email only.
- 9. The certificates must be downloaded only in a cryptographic device.
- 10. Applicants must refer to Capricornid CPS at www.certificate.digital
- 11. Contact us at : support@certificate.digital or at +91 11 22422444 12. The forms must be sent to: 709,Roots Tower,plot-7,laxmi nagar district centre,
- Delhi-110 092,India
- 13. for encryption certificate only I hereby undertake that a backup copy of the encryption key will be securely maintained by us.
- 14. Applicant to sign across the photograph extended to application form.

## **Applicant Declaration**

I hereby agree to abide and confirm, that I have read and understood provisions, guidelines & practices of Certificate.Digital CPS and the subscriber agreement. The information provided in this application form is correct and true in all respect.

affix recent passport size photograph of the applicant

applicant to sign across the photograph extended to application form

Date:

Place:

Signature of applicant

For Official Use Only

Please affix Partner / Re-seller / Associate Signature here. Verification Officer / Trusted Role Signature to be affixed here



