

# APPLICATION FORM - SIGNATURE CERTIFICATE



## FOR DGFT (EXPORT / IMPORT)

Application ID: Signature

(For Office Use Only)

PLEASE FILL IN BLOCK LETTERS ONLY. ALL FIELDS ARE MANDATORY

More Instructions available at: <http://www.e-mudhra.com/instruction.html>

### APPLICANT INFORMATION

LASTNAME FIRST NAME MIDDLE NAME

Date of Birth         Gender  Male  Female Nationality

Organisation Name

Department

Address

City  Pin code

State  Branch Code

Telephone  Mobile

PAN of Applicant  AADHAAR

PAN of Organisation  IEC Code

Email ID

Affix recent passport size photograph of the applicant **duly signed across**

#### CLASS:

DGFT

#### TYPE:

Signature

#### VALIDITY:

1 Year  2 Years

#### USB TOKEN:

Required  Not Required

### DOCUMENT PROOF (attested by Bank Manager OR Post Master OR Gazetted Officer OR eMudhra RA OR Company Secretary against producing the originals)

#### Proof of Identity (Any one of below)\*

- Passport.
- PAN Card of applicant.
- Driving License.
- Government ID Card.
- Post Office ID Card.
- Bank Account Passbook (Having Bank's Sign/Seal, not older than 3 months).

ID Number \_\_\_\_\_

\*\*\***(All Proof of identity should have Photo and applicant's sign as part of that document).**

\*\*\***(All the Proof of Existence can also be attested by Director/ Partner of the organization).**

#### Proof of Existence (Any one of below)\*

- Certificate of Incorporation.
- Memorandum of Association.
- Annual Report.
- Latest Income Tax Return.
- Regd. Partnership deed.
- Valid Business License.
- Statement of Income issued by Chartered Accountant.

#### Proof of Organization\*

PAN card of Organization

#### Other documents (All the below)\*

- List of Directors / Members / Partners with their complete name and addresses on Letter Head.
- Authorization letter by Authorized Signatory authorizing the applicant to apply on the Organization name.

### DECLARATION

I hereby agree that I have read and understood the provisions of e-Mudhra Certification Practice Statement (CPS) and the subscriber agreement and will abide by the same. The information provided in this form is true & correct to the best of my knowledge. I accept publishing my certificate information in e-Mudhra repository. I am aware of risks associated in case of Class 1 Certificate, when storing the private key on a device other than a FIPS 140-1/2 validated cryptographic module.

Date

Place

Seal & Stamp (If any)

Signature of the applicant

### TO BE FILLED BY RA OFFICE ONLY

I declare that the applicant has provided correct information in this application form. I have checked and verified the application form and supporting documents. In case of supporting documents attested by me, I confirm that I have attested after verifying the original copy of each of them. In case of Class 3, I hereby confirm the completion of Physical Verification of applicant by me.

Date

Place

RA Name, Code & Seal

Signature of RA

**AUTHORISATION LETTER**

To,  
eMudhra Limited  
3rd Floor, Sai Arcade, 56 Outer Ring Road  
Deverabeesanahalli, Opp Intel  
Bangalore 560103  
Phone: +91 80 4336 0000  
Sub: **Authorisation letter for obtaining DGFT Certificate.**

Date:

**Dear Sir,**

This is certify that Mr./Mrs./Miss. \_\_\_\_\_  
(Certificate applicant) has provided correct information in the 'Application form for issue of Digital Signature Certificate" to the best of my knowledge and belief. I hereby authorize him/her, on behalf of our Organisation to apply for obtaining the following Class DGFT Certificate issued by e-Mudhra.

Details of Executive Authorising the applicants:

Name:

Employee Code:

Signature:

Designation:

Department:

Office Seal and Stamp