



Registration Form for Digital Signature Certificate [Government]



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 a Govt. Orgn./ Agency / Deptt..
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 for town/city/district]

State / Union Territory

[Grid for state/union territory]

Pin

[Grid for pin]

Contact No.

[Grid for contact number]

(STD Code)

Phone No

Fax No

Mobile Phone No.

[Grid for mobile phone number]

5. DATE OF BIRTH

[Grid for date of birth]

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 for identity details]

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.



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FORM B

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

(Please disregard if already submitted)

Particulars of Organization / Agencies

Name of the Govt. Orgn./ Agency/Dept. [Grid]

Administrative Ministry / Dept. [Grid]

Under State / Central Govt. [Grid]

Address [Grid]

Town / City / District [Grid]

State / Union Territory [Grid]

Pin [Grid]

Contact Person [Grid]

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

Email Address [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
Class IIb & Class IIIb
Attested * Copy of any one of : (Please tick the one submitted)
<input type="checkbox"/> ID Card having Employee Identification No. / <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
<input type="checkbox"/> Latest photograph of the applicant
<input type="checkbox"/> Authorization Letter in favour of the certificate applicant from the Govt. Organization (as per the format attached herewith)
Class IIIc
Attested * Copy of any one of : (Please tick the one submitted)
<input type="checkbox"/> ID Card having Employee Identification No. / <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
<input type="checkbox"/> Latest photograph of the applicant
<input type="checkbox"/> Authorization Letter in favour of the certificate applicant from the Govt. Organization (as per the format attached herewith)
<input type="checkbox"/> 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 Government 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 for Subscriber of a Government Sector to the best of my knowledge and belief. I hereby authorize him / her , on behalf of my organization to apply for obtaining a Class IIb / Class IIIb / Class IIIc Digital Certificate from (n)Code Solutions CA for the purpose specified above .

Details of Authorized Signatory

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