

Digital Signature Certificate Subscription Form

Class of Certificate	Class 2	<input type="checkbox"/>	Type of Certificate	Individual	<input type="checkbox"/>	Signing	<input type="checkbox"/>	Certificate validity	1 Year	<input type="checkbox"/>
	Class 3	<input type="checkbox"/>		With Org Name	<input type="checkbox"/>	Encryption	<input type="checkbox"/>		2 Years	<input type="checkbox"/>

Section 1: Subscriber Details

Name*:

Designation :

Date of Birth*: Gender *: Male Female

Address (Residential address in case of Individual or Organization address in case of with ORG DSC)

Organisation Name * :

Door No/Building Name * :

Road/ Street/ Post Office * :

Town/ City/ District * :

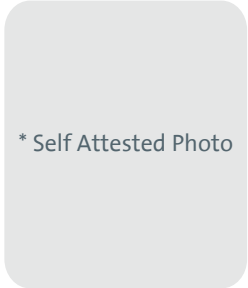
State/ Union Territory * :

Country* : PIN Code*

Telephone Number* (with STD Code):

Mobile Number* :

Email id :



Section 2: Identity Proof Details

Photo Identity Proof* Identity Proof Name <input type="text"/> <small>(Eg: Pan Card, DL, Passport, ...)</small> Identity Proof Number <input type="text"/>	Address Proof* Address Proof Name <input type="text"/> <small>(Eg: Passport, DL, Latest Telephone Bill, ...)</small>
---	--

Note*: Subscriber's signature should appear on the Photo ID Proof.

Section 3: Declaration

I hereby declare that all the information provided on this Subscription Form for the purpose of obtaining a digital certificate is true and correct to the best of my knowledge. I am aware, as a subscriber for a digital signature certificate, the duties and responsibilities are applicable under the IT Act, India and the Safe Script CA's CPS <https://www.safescrypt.com/pdf/cps.pdf>.

Signature of the Subscriber*

Date*: Place*:

Note*: Subscriber has to sign before the Authorised LRA/Partner for Class3 DSC.

Section 4: Authorisation (*only for ORG DSC)

I, _____ acknowledge by my signature, that the Subscriber information in this document is complete and accurate as per our office records. I fully understand that the Subscriber is responsible to transact on the Organisation's behalf and I will ensure timely revocation of Digital Signature Certificate in case the employee leaves the company in future.

Signature & Organisation seal*

For office use only

Attestation By Sify Authorised LRA/Partner(*For Class3 DSC Only)

I hereby declare that the subscriber has personally appeared before me and submitted the original document Copies of ID proof. I have verified the same with TRUE COPY.

Signature and Seal *

Date * Name *

Note*: Safescrypt at its discretion, will make a telephone call to verify the details of this Subscriber.

SafeScript CA Services brought to you by:

Sify Technologies Limited, 2nd Floor, Tidel Park, #4, Rajiv Gandhi Salai, Taramani, Chennai - 600113. E-Mail: enquiries@safescrypt.com

Partner Name:	<input type="text"/>
Date of Issuance:	<input type="text"/>
City:	<input type="text"/>

Class – 2A – Individuals - MCA & Income Tax E Filings

Brief:

A Class 2A digital Signature Certificate now helps you to file your Income Tax Returns and Filing of E Forms with the Ministry of Corporate Affairs. Class 2A Digital Signature Certificates are Issued only to Individuals. File your Income Tax Return Hassle Free. No need to send Hand Signed Return acknowledgement copies to CPC Bangalore. Further E Filing of Income Tax Returns is mandatory for all assessee under the Income Tax Act who are liable to audit u/s 44AB (Turnover/Sales/ Gross receipts of Business Exceeding 1 Crore and 25 Lakhs in case of Professionals).

Ministry of Corporate Affairs (MCA) 21 – E Governance Project required all documents to be filed by the corporate electronically by authenticating with a Digital Signature Certificate of Class 2 or above Category

Uses:

1. E Filing of Income Tax Return – www.incometaxindiaefiling.gov.in
2. Filing of E Forms with Ministry of Corporate Affairs – www.mca.gov.in
3. Signing Form 16 / 16A – TRACES - www.tdscpc.gov.in
4. Signing of PDF Documents
5. Signing E Mails

Documents required: (All Documents to be Self Attested)

1. Application Form (Duly Signed) – Download Here
2. Recent Passport Size Photograph (Pasted on the Application form and Signed across the Photo)
3. Identity Proof
 - a. PAN CARD * (Income Tax F Filing Portal requires PAN Encrypted DSC)
 - b. Passport
 - c. Driving License
 - d. Photo ID Issued by Central Or State Government
 - e. Voter ID
 - f. Aadhar Card
4. Address Proof :
 - a. Passport
 - b. Driving License
 - c. Latest Utility Bills – Not Older than 3 Months (Telephone, Electricity, Water, Tax, LIC)
 - d. Ration Card
 - e. Bank Account Statement (With Last 2 months Transactions)
 - f. Voter ID
 - g. Service Tax / VAT Registration Certificate
 - h. Property Tax / Municipal Tax Receipt