

APPLICATION FORM - DOCUMENT SIGNER CERTIFICATE



CLASS 2

Application ID: (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

Applicant Name:

Designation:

Date of Birth: DD MM YY YY Gender Male Female Mobile:

PAN of Applicant: (NOTE : PAN No. is mandatory)

Email ID:

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

ORGANISATION INFORMATION

Organisation Name:

Department:

Address:

City: State:

Pin code: Country:

GST No.: (NOTE : Copy of PAN is mandatory for Banking Organization)

Type:

Document Signer

VALIDITY:

1 Year 2 Years 3 Years

Class 2 Certificate:

I'm / We're aware of risks associated in case of Class 2 Certificate, when originated and stored in a software format (PFX / P12). We shall ensure all responsibilities towards securing the certificate at our end, and implement all measures to avoid unauthorized access/usage/distribution/copying of the private key.

DOCUMENT PROOF (attested by Authorized Signatory of the Organization)

Organization Type: Government Bank Company Partnership Proprietorship AOP/BOI LLP NGO/TRUST

Document Name	Government	Bank	Company	Partnership	Proprietorship	AOP/BOI	LLP	NGO/Trust
Copy of Organizational PAN Card, If GST No. not provided		✓	✓	✓		✓	✓	✓
Copy of Recent Bank Statement / Bank Certificate, If GST No. not provided			✓	✓	✓	✓	✓	✓
Copy of Incorporation Certificate, If GST No. not provided			✓			✓	✓	✓
Copy of Partnership deed containing list of Partners / Authorization Letter				✓				
Copy of Business Registration Certificate (S&E / etc)					✓			
Proof of Authorized Signatory (List of Directors / Board Resolution / Resolution)			✓			✓	✓	✓
Authorized Signatory ID Proof (Organizational ID Card / PAN Card / etc)	✓	✓	✓	✓	✓ (If applicant is not a proprietor)	✓	✓	✓
Copy of Applicant PAN Card	✓	✓	✓	✓	✓	✓	✓	✓
Undertaking for PFX/P12/Soft download	✓	✓	✓	✓	✓	✓	✓	✓

Note: Templates for certain documents can be found at <https://www.e-mudhra.com/repository>

DECLARATION BY APPLICANT

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 hereby declare and understand that Organizational Document Signer Certificate issued to us will be used only for automated signing of documents / information and will not be used in any other context including individual signature. I hereby declare that necessary controls have been built in software applications to ensure that there is no misuse. I hereby declare and understand that the documents/messages authenticated using Organisational Document Signer Certificate issued to us is having organisational accountability.

Date:

Place:

Signature of the applicant

Authorized Signatory of Applicant's Organization

I hereby authorize this application on behalf of the organization. I hereby confirm the mobile of Applicant given above.

Name:

Designation:

Telephone:

Email:

Authorized Signatory (Sign and Seal)

Undertaking for Class 2 Document Signer Certificate - soft download

(To be printed on organization letter head / Office seal. To be signed by the Applicant / Authorized Signatory)

To:

eMudhra Limited
Bangalore

With reference to the purchase of class 2 document signer certificate from your company for the purpose of _____ based on our application dated _____, we hereby agree and undertake as under:

1. eMudhra Limited has notified us the risks associated with Class 2 document signer certificate which are issued in soft-form. These risks include
 - a. the risks of being copied
 - b. risk arising out of unauthorised usage and
 - c. incidental risks arising out of the above.

2. We hereby agree to keep the document signer certificate in the safe custody of the authorised personnel of the organisation.

If there is any misuse we take full responsibility for such misuse and we fully absolve eMudhra Limited of all responsibilities in connection there with.

For the Organization,

(Seal & Signature)

Name: _____

Designation: _____

Organization: _____

Date: _____

Note: Class 2 document signer certificate is allowed for download in software form by the guidelines under IT Act. This soft download will enable applicant to create / store the DSC in PKCS#12 format (P12/PFX/JKS/etc). Being a software file, the DSC (including its private key) can be copied / duplicated for any intended / unintended purpose! Applicant is required to take due care of the same.

Authorization Letter by Organization

(To be printed on organization letter head / Office seal. To be signed by Authorized Signatory / Government Department in-charge. To be used, if the authorization is not made on Application Form.)

To:

eMudhra Limited
Bangalore

Subject: Authorization of the applicant by the organization

I hereby Authorize the below applicant to apply for Digital Signature / Encryption Certificate, on behalf of the Organization.

Organization Name: _____

Name of the Applicant	
Org ID Number (if available)	
Designation	
Mobile Number	

Class of Certificate Class 2 Class 3

Type of the Certificate Signature Encryption Combo

I hereby confirm the mobile number of Applicant given above. In case of class 3, I confirm the Physical Verification of Applicant.

For the Organization,

(Seal & Signature)

Name: _____

Designation: _____

Board Resolution (Suggested format)

(To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS
OF (Company Name) _____ HELD ON (Date) _____
AT (Address) _____

RESOLVED THAT the company has decided to authorize, Mr. / Ms. _____
_____ and is hereby authorized to sign and submit all the necessary papers, letters,
forms, etc to be submitted by the company in connection with “authorizing any of the personnel of
the company (applicant) to procure Digital Certificate”. The acts done and documents shall be binding
on the company, until the same is withdrawn by giving written notice thereof.

Specimen Signatures of Authorised Signatory:

(Signature)

RESOLVED FURTHER THAT, a copy of the above resolution duly certified as true by designated director
/ authorised signatory of the company be furnished to eMudhra Limited and such other parties as may
be required from time to time in connection with the above matter.

For the Organization,

(Seal & Signature)

Name: _____

Designation: _____

Letter of Identity Proof by Organization

(To be printed on organization letter head / Office seal. To be signed by HRD of Organization / Authorized Signatory / Government Department in-charge. To be used if the Organizational ID card is not available for the applicant.)

To:

eMudhra Limited

Bangalore

Subject: Organizational ID Proof of the applicant

Organization Name: _____

Name of the Individual	
Org ID Number (if available)	
Designation	
Department	

I hereby confirm the Identity of the above Individual. I'm the Authorized Personnel to certify the Identity on behalf of the Organization.

For the Organization,

(Seal & Signature)

Name: _____

Designation: _____