KYC REPORT **Application No:** Application Type Individual Organization Banks Government Department / Organisation KYC INFORMATION 1. Applicant Name : Mr./Ms/Dr. 2. Employee ID Number (Mandatory for Bank and Government employees) APPLICANT DETAILS 3. Name of the applicant: Verified Non-Verified Address Visited Details Office Address Verified Location & Remarks: Residence Address Non-Verified Verified 5. Physical Verification of the Applicant Remarks: Non-Verified (Mandatory for Class III Digital Signatures) DOCUMENTARY EVIDENCE (Select as per Application Type) ORIGINAL VERIFIED For Individual PAN card 6. Valid Identity Documents: * Copy of Driving License Post Office ID Card Bank Account Passbook containing the Photograph and signed by an individual with attestation by the concerned Bank official Photo ID Card issued by the Ministry of Home Affairs of Centre/State Government Any Government issued photo ID Card bearing the signature of the individual (Please tick any one and fill the ID number and attach attested (**) copy of ID proof) ID Proof Number: 7. Valid Address Proof Documents: * a) Telephone Bill b) Electricity Bill c) Water Bill d) Gas Connection g) Property Tax/Corporation/Municipal corporation receipt e) Bank Statements signed by the Bank f) Service Tax /VAT/Sales Tax registration certificate k) Certificate of Registration for owned Vehicle h) Driving Licence i) Voter ID Card j) Passport (Please tick any one and fill the Document number and attach attested (**) copy of address proof) Doc No. Note: For A to E the date of last transaction should not be older than 3months, for S.No. F & G the same should be pertain to the current financial year. All documents should have the complete address for the purpose of accepting the same as proof. For Organization 8. Organization Documents: a) Anyone from S.No. 6 b) Certificate of incorporation Memorandum of Association Partnership Deed Valid Business Licence Organisation Bank details Statement of Income issued c) Annual report Latest Income Tax from the Bank by Chartered Accountant d) Organisation PAN Card Authorisation Letter from the Organisation For Bank 9. a) Attested copy of anyone: Bank ID Card Passport Copy of Driving License PAN card Post Office ID Card Bank Account Passbook containing the Photograph and signed by an individual with attestation by the concerned Bank official Photo ID Card issued by the Ministry of Home Affairs of Centre/State Government Any Government issued photo ID Card bearing the signatures of the individual 9. b) Attested copy of the Bank's: PAN Card 9. c) Authorisation letter in favour of the certificate applicant from the Bank For Government Department / Organisation 10. a) Attested copy of anyone: Organisation ID Card having Employee Identification Number Department ID Card having Employee Identification Number 10. b) Valid Identity Documents: * Copy of Driving License PAN card Post Office ID Card Bank Account Passbook containing the Photograph and signed by an individual with attestation by the concerned Bank official Photo ID Card issued by the Ministry of Home Affairs of Centre/State Government Any Government issued photo ID Card bearing the signatures of the individual Signature of the applicant **10. c)** Authorisation letter in favour of the certificate applicant from the Organisation **KYC REPRESENTATIVE DETAILS - MEETING THE CUSTOMER** KYC Representative name **KYC Representative Designation** Date of Visit Date of Call Application form & Credentials collected Token delivered, if applicable Yes No (Specify Reason) Signature of the Representative **RA Details** eMudhra Consumer Service Limited, 12/27, First Floor, Udayappa Colony, Salem - 636 007. Tamil Nadu **CA Details** Phone: +91 80 4336 0000 Fax: +91 80 4227 5306 Email: info@e-Mudhra.com Website: www.e-Mudhra.com





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APPLICATION FOR	וטוט	ПА	LS	JGI	NAI	Ur		GEI	XIII	FIC	AII	⊑ - FO	R OR	GAN	ISAT	ION									,	r u	5 1	נ ט	eı	<i>1</i> V	er	eu	
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12. a) PAN of the Applicant	1:																																
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Bank Account Passbook containing the Photograph and signed by an individual with attestation by the concerned Bank official

Photo ID Card issued by the Ministry of Home Affairs of Centre/State Government D No.

Any Government issued photo ID Card bearing the signatures of the individual

Version 1.3



		P	AYMENT	DETAILS*													
13. Mode of Payment *	Online	Cheque/DD															
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provided in this Digital Signature Certificate request form is true and correct to the best of my knowledge and I accept publishing my certificate information in eMudhra responsible. Signature of the Applicant														гатер	JOSIU	ory.	
Date :	Name of the Applicant :																
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	b. True copy of any one (attested by Company Secretary OR Director OR Partner of the Organisation as applicable)																
Certificate of Incorporation Memorandum of Association Regd. Partnership Deed Valid Business License																	
c. True copy of any one (attested by Company Secretary OR Director OR Partner of the Organisation as applicable)																	
Annual Report Latest Income Tax Return Latest Organisation Bank details from the Bank Statement of Income issued by Chartered Accountant																	
d. Attested Copy of the Organisation PAN Card																	
e. Authorization letter in favour of the certificate applicant from the Organisation as per format below																	
f. List of Partners/Members/Directors with their complete name and address details																	
TO BE FILLED BY RA OFFICE ONLY*																	
declare that the applicant has p	provided correct information	in this application for	m. I have che	cked and verified the appli	licatio	on for	m and	supp	oortin	g docu	ıment	s.					
RA Name :																	
Signature :																	
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AUTHORISATION LETTER FORMAT* (This Authorisation Letter is required on the Organisation's letterhead)																	
To,			Date : D	DIMMYYYY	V												
eMudhra Consumer Services L 3rd Floor, Sai Arcade, 56 Oute			Date .														
Deverabeesanahalli, Opp Intel																	
Phone: +91 80 4336 0000	, Bangaloro oco roo																
Dear Sir,																	
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This is certify that Mr./Mrs./Mis	S	(Ce	rtificate appli	cant) has provided correc	ct info	ormat	ion in	the '	Appli	cation	form	for is	sue o	f Digi	tal Si	gnat	ture
Certificate" to the best of my kno	owledge and belief vide app	lication form dated D	D-MM-YYYY	. I hereby authorize him/h	ner, o	n beh	alf of	our C)rgan	isatior	to ap	ply fo	r obta	ining	the fo	ollow	ving
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