



Important Instructions

FOREIGNER'S ORGANIZATIONAL DSC

The Controller of Certifying Authorities (CCA) of India has specified Identity Verification Guidelines and has made the same Mandatory w.e.f. July 01 2015. In accordance with the guidelines the Applicant should comply with the following.

Section 71 of IT Act stipulates that if anyone makes a misrepresentation or suppresses any material fact from the CCA or CA for obtaining any DSC such person shall be punishable with imprisonment up to 2 years or with fine up to one lakh rupees or with both.

- Please fill the form in BLOCK LETTERS in English. Use only Blue Ink. All signatures including DSC applicant, attestation and authorization should be with blue-ink only.
- Subscriber has cross-signed the photograph extending to the Application Form.
- If the Signature on the Proof of Identity or Proof of Address does not match with the Signature on the Subscription Form, it should be validated by the bank where the Subscriber holds a bank account.
- Power of attorney is not allowed to sign on behalf of subscriber.
- Inconsistent/incomplete applications are liable to be rejected.
- Subscriber's Email ID in the application should be a valid and active, in order to issue the certificate.
- Mobile Number of DSC Subscriber is Mandatory.
- Video Verification of the applicant is mandate to get the DSC.

Document Required:

Proof of Identity (All of below)*

(Having applicant photo and Signature, as part of it)

- Attested copy of Applicant Passport.
- Attested copy of VISA (If applicant is out of native country).
- Attested copy of Resident Permit certificate (If applicant is in India).

ID Number _____

Proof of Organization Address

- Attested copy of Application Form, as per attestation requirements.

Application form and Documents attested / certified by: (any one of below)*

- Embassy of Native Country (If applicant is out of native country).
- Apostilized by Native Country, after Public Notary (if country is in Hague Convention).
- Consularized by Native Country, after Public Notary (if country is not in Hague Convention).

Note: Attested copy of "PAN of Applicant" Mandatory if PAN provided.

Note: Application Form also should be attested, as per attestation requirements.

- ✓ Applicant's ID proof must be signed with seal of the organization by Authorized signatory

For More Information you may Log on to www.aradsc.com