

• Select Certificate type

Class ☐ 2 ☐ 3	Year ☐ 1 ☐ 2 ☐ 3	Type Sign ☐ Encrypt ☐ Sign & Encrypt ☐	Individual ☒	Applicant ID (Internal use)	Order ID (Internal use)
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• Please fill the applicant details

Applicant Name	PAN Number
E-mail ID	Mobile No.

Address			
Town/City/District		State/Union Territory	
Pin Code			

Identity Proof	☐ PAN Card	☐ Post Office ID Card	☐ Bank Account passbook having the photograph and signature by individual
	☐ Driving licence	☐ Passport	☐ Any Government issued photo ID card bearing the signature of the individual
Address Proof	☐ Passport	☐ Voter ID Card	☐ Gas Connection
	☐ Water Bill	☐ Driving licence (DL) / Reg. Certificate (RC)	☐ Property Tax / Corporation Tax Municipal Corporation Receipt
		☐ Electricity Bill	☐ Service Tax / Vat Tax / Sales Tax Reg. Certificate
			☐ Telephone Bill
			☐ Bank Statement Signed by Manager
			☐ Aadhar

Note: 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 liable for punishment with imprisonment up to 2 years or with fine up to one lakh rupees or both.

Instructions:

- Please fill up the form in 'English' only.
- Incomplete, illegible or inconsistent applications will be rejected.
- Supporting documents should be attested either by a bank manager, a Gazetted officer or a Post Master.
- The utilities bill or bank statement should not be older than 3 months from the application date.
- Please ensure that tax related supporting documents should be of the most recent year if not current then previous year.
- For CLASS 2 & 3 certificates physical presence of applicant is a must for which a 25 second video Should be recorded.
- Mobile verification by the applicant is mandatory.
- DSC Download link is sent to the applicant email only.
- The certificates must be downloaded only in a cryptographic device.

- Applicants must refer to Capricorn CPS at www.certificate.digital
- Contact us at : support@certificate.digital or at +91 (011) 6140 0000
- The forms must be sent to : G-5, Vikas Deep Building, Plot-18, Laxmi Nagar District Centre, Delhi- 110 092, India
- for encryption certificate only
I hereby undertake that a backup copy of the encryption key will be securely maintained by me.(Applicant)
- Applicant has to sign across the photograph extended to application form.
- Applicant can also submit their Identity proof as: Pan Card, Post office ID Card Bank account Passbook, Government issued photo ID Card,
- Address Proof gas connection,Voter Id Card, Electricity Bill, Service Tax/ Vat Tax/ Sales Tax Reg. Certificate,Telephone Bill,Water Bill, Property Tax, Corporation Tax, Municipal Corporation Reciept,BankStatement Signed By Manager.
- For Mobile verification please forward the sms sent on your registered number to **9212220059** Alternatively you can send the sms in the format given below : (in case you have not received the sms.) **APXXXXX and ClientsEmail**

Applicant Declaration

I hereby agree to abide and confirm, that I have read and understood Provisions, Guidelines & Practices of CapricornID CPS and the subscriber agreement. The information provided in this application form is correct and true in all respect.

Place:

Date:

Signature of applicant as in ID Proof (Blue link only)

affix recent
passport
size coloured photograph
of the
applicant

applicant has to sign across
the photograph extended
to application form

