

A) Please fill the form in English only and In BLUE INK ONLY

- Note : 1) Failure to sign in **BLUE INK** or submission of incomplete form will lead to rejection by CCA India.
2) All signatures including DSC subscriber & authorized person should be with **BLUE INK** only.
3) **Whitener & Correction** is not acceptable on Application form.

B) Latest Attested copies of following documents to be submitted:

Each applicant for a personal digital signature certificate must provide proof of Identity and proof of address as detailed below:

Document as proof of identity (Any one):	Documents as proof of address (Any one):
<ul style="list-style-type: none"> a) PAN Card - Mandatory b) Passport c) Driving License d) Aadhaar (eKYC Service) e) Post Office ID card f) Bank Account Passbook containing the photograph and signed by an individual with attestation by the concerned Bank official. g) Photo ID card issued by the Ministry of Home Affairs of Centre/State Governments. h) Any Government issued photo ID card bearing the signatures of the individual. 	<ul style="list-style-type: none"> a) Aadhaar (eKYC Service) b) Telephone Bill c) Electricity Bill d) Water Bill e) Gas connection f) Bank Statements signed by the bank g) Driving License (DL) h) Voter ID Card i) Passport <p>(Utility Bills not earlier then 2 months)</p>

Attestation of Proofs :

- 1) Photo ID, Address proof should be Self Attested by the subscriber and also
- 2) All supporting documents should be attested by **Gazetted Officer / Bank Manager / Post Master** and the Name, designation, address and contact number of the attesting officer should be clearly visible.

C) Email address & Mobile Number given in Digital Signature Certificates (DSC) application form should be unique.

Note: Email address & Mobile Number will be verified by CCA India & after verification DSC will be issued.

D) Payment of DSC :

- 1) Cheque in favour of "TaxGuru eFiling Services". Send along with the form
- 2) NEFT Details :

a) Bank Name	Bank of India
b) Branch	Null Bazar
c) IFSC Code	BKID0000060
d) Company Name	TaxGuru eFiling Services
e) Current A/c No.	006020110000335

(Please email us Transaction ID of payment made through NEFT on dsc@mytaxguru.net)