

Enrollment Request No:  
Branch ID :

**TATA CONSULTANCY SERVICES**

**CERTIFYING AUTHORITY**  
Recognized by the controller of Certifying Authorities  
**TATA**

**TATA CONSULTANCY SERVICES LIMITED – CERTIFYING AUTHORITY**

**REQUEST FORM FOR CLASS-3 CERTIFICATE – User Type - Individual**

Affix recent passport-size photograph of the applicant.  
Applicant to sign across the photograph.

**Instructions:** Items marked with \* are mandatory.

**Validity of DSC \***  **1 Years**  **2 Years**

**GENDER \***  **Male**  **Female**

**Name \***  
**(Full Name)**

**E-MAIL ADDRESS \* (Mandatory - a valid and active email ID that is accessed frequently)**

**Residential Address \***

City\*  State\*  PIN Code\*

Country\*  Ph. NO\*  Mobile No\*

**Documents Check List \* (Attested Copies of following docs must be provided to TCS-CA for ID & Add Proof)**

**Identity and Residence**

<input type="checkbox"/>	Passport	<input type="checkbox"/>	Driving License	<input type="checkbox"/>
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**Identity**

<input type="checkbox"/>	PAN Card	<input type="checkbox"/>	Driving License	<input type="checkbox"/>
<input type="checkbox"/>	Bank Passbook with Photo	<input type="checkbox"/>	Passport	<input type="checkbox"/>
<input type="checkbox"/>	ID Card Issued by Govt.	<input type="checkbox"/>		<input type="checkbox"/>

**Residence**

<input type="checkbox"/>	Latest Telephone Bill	<input type="checkbox"/>	Driving License	<input type="checkbox"/>
<input type="checkbox"/>	Latest Bank Statement	<input type="checkbox"/>	Passport	<input type="checkbox"/>
<input type="checkbox"/>	Latest Electricity Bill	<input type="checkbox"/>		<input type="checkbox"/>

**Instructions**

- All subscribers are advised to read Certificate Practice Statement of CA.
- The Certificate shall be downloaded onto same Computer/ Hardware which used during Enrollment.
- The Certificate must not be shared with others or used by them on your behalf.
- If you loose Key Pair, you shall inform RA Administrator and apply for Revocation of Certificate.
- After placing the online request following things should not be carried out until successful installation of Certificate  
a) Formatting of Computer b) Deletion of User Account c) Up gradation of IE or Windows OS
- Application form must be submitted in person, incomplete forms are liable to reject.

<p align="center"><b>Applicant Declaration</b></p> <p>I hereby confirm that I have read and understood the above instructions and will follow the above instructions for obtaining and using the Digital Signature Certificate.</p> <p>Date: _____ Place: _____</p> <p align="right">Signature of Applicant</p>	<p align="center"><b>RA Declaration</b></p> <p>I hereby confirm that I have received and verified the documents submitted by the subscriber.</p> <p>Date: _____ Place: _____</p> <p align="right">Signature of RA Office</p>
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