

TATA CONSULTANCY SERVICES LIMITED – CERTIFYING AUTHORITY
REQUEST FORM FOR CLASS 3 CERTIFICATE
[INSTRUCTIONS](#)

USER TYPE – GOVERNMENT / BANKING SECTOR

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

Validity of DSC*

Gender*

☐ Male ☐ Female

☐ Empower India DSC	☐ 1 year
☐ 2 Years	

Surname^		Given Name*^	
Father/Husband's Name		Initials^	
E-Mail Address*^			
Alternative E-Mail Address			

Organisation details

Name*^			
House Identifier*^			
Street Address*^			
City*^		Pin Code*^	
Country*^		State*^	
Telephone*		Mobile	
FAX			
Administrative ministry / Department*			
Government of India / State Government*			

DOCUMENT CHECKLIST FOR GOVERNMENT TYPE OF CERTIFICATE

Subscriber proof of identity and residence(ATTESTED copy required)

☐ Identity and Residence

☐ Passport		☐ Driving License	
☐ Photo Identity Card			

☐ Identity

☐ PAN Card		☐ Passport	
☐ Driving License		☐ Bank A/C Passbook with Photo	
☐ Photo Identity Card			

☐ Residence

☐ Latest Telephone Bill		☐ Latest Electricity Bill	
☐ Latest Bank Statement		☐ Passport	
☐ Driving License		☐ Photo Identity Card	

☐ Letter of Authority*

Annexure A - Letter of Authority

I, _____ in the capacity of the _____ of _____, authorize _____, whose signature is attested below to carry out all the necessary formalities on behalf of _____ for the application of a Class-3/Class-2 Digital Signature Certificate with the validity period of _____ year(s).(required validity period needs to be mentioned)

Signature and Designation
of Authorizing Person

Signature and Designation
of the Applicant

Applicant Declaration	RA Declaration
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.	I hereby confirm that I have received and verified the documents submitted by the subscriber.
Date: _____	Date: _____
Place: _____ Signature of the Applicant	Place: _____ Signature of the RA Officer

RA OFFICE NAME : TCS-CA - Registration Authority / **USER ID :** _____ / **REQUEST NUMBER :** _____

The certificate Request Form, Online Enrollment Form, Demand Draft and the supporting documents as per the document checklist have to be forwarded to the following address:

Duly mark the envelope as 'APPLICATION FOR DIGITAL CERTIFICATE'

TCS-CA - Registration Authority

Tata Consultancy Services
[Certifying Authority - PKI Services] Advanced Technology Centre deccanpark
1 - Software Units Layout Madhapur
Hyderabad -500 081