

**TATA CONSULTANCY SERVICES LIMITED – CERTIFYING AUTHORITY
REQUEST FORM FOR CLASS-2/CLASS-3 CERTIFICATE**

USER TYPE – INDIVIDUAL

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

Instructions:

1. Please fill the form in BLOCK LETTERS
2. Items marked with * are mandatory.
3. For the items marked with # (Details for at least one are mandatory)

DETAILS TO BE FILLED IN BY THE APPLICANT: *

FULL NAME *

Last Name/Surname

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Middle Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

GENDER *(Tick as applicable)

Male

☐

Female

☐

Residential Address *

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

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Pin Code

--	--	--	--	--	--

Mobile Phone No.

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Telephone No.

						--													
--	--	--	--	--	--	----	--	--	--	--	--	--	--	--	--	--	--	--	--

Area Code

Telephone No.

Office Address *

Pin Code

--	--	--	--	--	--	--

Details of at least one are mandatory #

PASSPORT NO. #

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**VOTER'S IDENTITY
CARD NO. #**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

INCOME TAX PAN NO. #

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

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The information provided above in the Request Form for procuring a DSC from TCS-CA is true and correct to the best of my knowledge.

Date

Signature of the Applicant

Instructions

1. All subscribers are advised to read Certificate Practice Statement of CA.
2. The certificate shall be downloaded onto the same computer / Hardware device (USB token, Smart Card etc.) by login as same computer user account from where the request was initiated.
3. After placing an online request for a certificate, the following activities **shall not** be carried out until the certificate is successfully downloaded:
 - Formatting of the computer
 - Deletion of computer user account used to logon when the request was initiated
 - Reinstallation or upgrade of the Internet browser on the computer from which the certificate request was initiated.
4. The certificate must not be shared with others or used by them on your behalf.
5. If you lose your key pair, you shall inform the RA Administrator immediately and apply for the revocation of your certificate.
6. Application form must be submitted in person.
7. Incomplete/Inconsistent application is liable to be rejected.

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.

Date:

Place:

Signature of the Applicant

TO BE FILLED BY RA OFFICE

The above details have been verified and found to be correct.

Signature of RA Office

Name:

Date: