

**Please select Certificate type**

TIP : Please select class of certificate and validity.

Applicant ID (Internal use)

Order ID (Internal use)

Class 2  3

Year 1  2  3

Type Sign  Sign & Encrypt



**Please fill the applicant details**

TIP : The certificate would be issued in the following name.

Applicant Name

Mobile No.



PAN Card ( If applicable )

Passport Number (if applicable)

Visa Number (if applicable)




E-mail ID

Address

Town/City/District

State/Union Territory

Pin Code

Nationality

**Please select one of the following categories**

TIP : Once you select the category the document required are mentioned in adjacent row.

Document Name	Attestation of form required	Resident Permit	Visa	Passport	Identity Proof	Notarized	Attestation
<input type="checkbox"/> Foreign National residing in native country (part of Hague Convention)	✓			✓	✓	Public Notary	Apostilled by competent authority in foreign country
<input type="checkbox"/> Foreign National residing in native country	✓			✓	✓	Public Notary	Consularized by the competent authority in foreign country
<input type="checkbox"/> Foreign National residing in India	✓	✓	✓	✓			Certified by the individual embassy
<input type="checkbox"/> Foreign National neither in India nor in the Native Country	✓		✓	✓			Certified by the individual embassy
<input type="checkbox"/> Foreign National holding OCI Passport (foreign address) living in India	✓			✓			

**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.

**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 photograph  
 of the  
 applicant

applicant has to sign across  
 the photograph extended  
 to application form



### 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 Capricornid CPS at [www.certificate.digital](http://www.certificate.digital)
- Contact us at : [support@certificate.digital](mailto:support@certificate.digital) or at +91 011 4244 8288
- 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 Receipt, Bank Statement 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**

• Please check the following before you send the paper to our office.

### CHECKLIST

- Seal and Signature on first pages.
- Form to be filled by blue ink only
- Please fill up the form in 'English' only

#### Individual Documents

- Attestation of form required
- Passport
- Resident permit (if applicable)
- Visa (if applicable)
- Identity proof (if applicable)

#### Attestation of Documents

- Document to be notarized. ( if applicable)
- Document to be attested ( if applicable).

( Send complete documents to following address and for your convenience you can cut and paste this address on the envelope and send us )

### Capricorn Identity Services Pvt. Ltd.

G-5, Vikas Deep Building, Plot-18,  
Laxmi Nagar District Centre,  
Delhi- 110 092, India  
Phone +91 011- 4244 8288

### Foreign National Individual Sign

	1 Year	2 Year	3 Year
<b>Class 2</b>	US\$ 75.00	US\$ 100.00	US\$ 150.00
<b>Class 3</b>	US\$ 150.00	US\$ 250.00	US\$ 350.00

### Foreign National individual Sign & Encrypt

	1 Year	2 Year	3 Year
<b>Class 2</b>	US\$ 100.00	US\$ 150.00	US\$ 200.00
<b>Class 3</b>	US\$ 200.00	US\$ 300.00	US\$ 400.00

### What is included in our price

- The amount includes delivery charges of USB hardware device to your country.
- Support charges.
- Digital signature certificate (DSC).

### What is NOT included in our price

- Import Charges / Duty of USB device to your country.
- Registration on tender portal.
- Breakage of hardware device.

### Bank Details

Payee Name : Capricorn Identity Services Pvt Ltd  
Account No : 083105001411  
IFSC Code : ICIC0000831  
Bank : ICICI Bank Ltd.  
Branch : Laxmi Nagar, Delhi-92  
Swift Code : ICICINBBCTS  
Type : Current

### Pay through Credit Card



[Support@CapricornID.com](mailto:Support@CapricornID.com)

