



### **Safe EXIM Digital Certificate Application Form**

<input type="checkbox"/> 1 Year	<input type="checkbox"/> 2 Year	<input type="checkbox"/> Fresh	<input type="checkbox"/> Renewal
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Safe EXIM Serial Number	
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**Certificate Applicant Data (as entered on the Online Enrolment Form)**

**Applicant First Name**

**Applicant Last Name**

**Email ID**

**Applicant Phone No.**

**IEC No.**

**Branch Code**

**Organization Name**

**Office Address**

**Residence Address**

Paste Latest  
Passport Size  
Photograph  
Here.

I do hereby declare that the information furnished above is true to the best of my knowledge and belief, and that I have personally enrolled at Safe Scrypt's designated website for a Safe EXIM Digital Certificate, for use with the DGFT online application, on behalf of my organization. I also confirm that I have read the Subscriber Agreement published on the online enrolment form and also at [https://www.safescript.com/repository/agreements/Subscriber\\_Agmt-RCAI\\_Hierarchy.pdf](https://www.safescript.com/repository/agreements/Subscriber_Agmt-RCAI_Hierarchy.pdf)

I understand that, while holding a valid Safe EXIM Digital Certificate, if this certificate ever needs to be revoked, it is my organization's responsibility to inform SafeScript regarding the same.

**Applicant Signature**

**Date**

**Company Seal**

**<This Section is to be completed the Authorized Signatory, if the Applicant is not the Authorized Signatory>**

I, the Authorized Signatory for the above Organization, certify that on \_\_\_\_\_ (Date), the Certificate Applicant, as stated above, is an employee of our organization with Employee ID number \_\_\_\_\_ (Employee ID of the Certificate Applicant).

I also certify that the Certificate Applicant mentioned above is authorized to interact with DGFT for and on behalf of our organization through DGFT's online web-application. Specifically, the Certificate Applicant is authorized to sign the various DGFT license applications.

I hereby authorize the above Certificate Applicant to apply for and request a Safe EXIM Digital Certificate, valid for one year from the date of issuance. The Certificate Applicant has personally done the online enrolment for the SafeEXIM Digital Certificate at the SafeScript designated website.

I have read the "Instructions to the Authorized Signatory" and acknowledge by my signature, that the information in this document is complete and accurate as per our office records.

**Full Name of Authorized Signatory**

**Designation**

**Email ID**

**Signature of Authorized Signatory**



<To be printed on the letterhead of the Organization>

**Signature Verification Letter**

**TO SAFESCRYPT LIMITED**

This is to Certify that ..... (Name of the Organization)  
with its Office at ..... (Address of the Organization) is  
maintaining a bank account (A/c No. ....) with our Bank  
..... (Bank Name) and operating that account in the normal course of its  
business/activities. Mr/Ms..... is the authorized signatory for the operation of  
the account. His/Her signature as appearing below is duly attested (as per the records available with  
the bank).

(Signature of the Authorized Signatory)

(Signature of the Branch Manager)

Name

Name

Designation

Designation

Phone No

Date

(Bank Seal)



## **APPLICANT DECLARATION FORM**

I \_\_\_\_\_(Name) hereby declare that the details mentioned below are true & correct to my knowledge & belief. I hereby authorize SAG Infotech to download my Digital Signature Certificate on mine behalf. It should be treated as downloading of Certificate is done at my end.

1	Duly Signed Application Form	Yes / No
2	Applicant Name	
3	Address (With PIN Code)	
4	Email ID	
5	Applicant Phone No. (With STD Code)	
6	ID Proof (Type & No.)	
7	Address Proof (Type & No.)	
8	Self Attested Photograph	Yes / No

\* PAN Card copy is must.

\_\_\_\_\_  
Signature of Applicant

Dated : \_\_\_\_\_

Place : \_\_\_\_\_

I \_\_\_\_\_(Name) certify that I have submitted the following details for \_\_\_\_\_my client mentioned above in order to get the DSC as required :-

\_\_\_\_\_  
Signature of Proposer  
(With seal of Name & Address)

Dated : \_\_\_\_\_

Place : \_\_\_\_\_

## DOCUMENTS REQUIRED

<b>Photo Identity Proof of Applicant *</b> (Self Attestation and Attestation by any CA / CS / Bank Official / Notary Public / Gazetted Officer)	Class 2 Individual Class 2 Organization Class 3 Individual Class 3 Organization DGFT	<input type="checkbox"/> PAN Card <input type="checkbox"/> Passport <input type="checkbox"/> Voter ID Card	<input type="checkbox"/> Driving Licence <input type="checkbox"/> Other _____ No. _____
<b>Address Proof of Applicant</b> (Self Attestation and Attestation by any CA / CS / Bank Official / Notary Public / Gazetted Officer)	Class 2 Individual Class 2 Organization Class 3 Individual Class 3 Organization DGFT	<input type="checkbox"/> Ration card <input type="checkbox"/> Passport <input type="checkbox"/> Voter ID Card	<input type="checkbox"/> Driving Licence <input type="checkbox"/> Other _____ No. _____
<b>Latest Photograph</b> (Self Attestation and Attestation by any CA / CS / Bank Official / Notary Public / Gazetted Officer)	Class 2 Individual Class 2 Organization Class 3 Individual Class 3 Organization DGFT	Colour Passport Size Photograph should be Affixed with Attestation of Authorised Signatory or Banker in Case of Class 2 & 3 with Organization, DGFT and Self Attestation in case of Class 2 & 3 Individual.	
<b>Establishment Proof</b> (Self Attestation and Attestation by any CA / CS / Bank Official / Notary Public / Gazetted Officer)	Class 2 Organization Class 3 Organization DGFT	<input type="checkbox"/> Certificate of Incorporation <input type="checkbox"/> Memorandum & Article of Association <input type="checkbox"/> Registered Partnership Deed <input type="checkbox"/> Valid Business Licence	
<b>Financial Proof</b> (Self Attestation and Attestation by any CA / CS / Bank Official / Notary Public / Gazetted Officer)	Class 2 Organization Class 3 Organization DGFT	<input type="checkbox"/> Annual Report <input type="checkbox"/> Income Tax Return <input type="checkbox"/> Bank Details <input type="checkbox"/> Statement of Income	
<b>Signature Verification Letter</b>	Class 3 Individual Class 2 Organization Class 3 Organization DGFT	Must be Duly Completed and Signed by Both Authorized Signatory and Bank Official.	
<b>Import Export Code</b>	DGFT	Copy Of Import Export Code is must.	
<b>Applicant Declaration Form</b>	Class 2 Individual Class 2 Organization Class 3 Individual Class 3 Organization DGFT	Must be Duly Completed and Signed by Both Applicant and Proposer.	
<b>Letter of Employment</b>	Class 2 Organization Class 3 Organization	Must be Duly Completed and Signed by Authorized Signatory.	

\* 2 Identity Proofs Required in case of Class 3 Individual, Class 3 Organization and DGFT.