

**TATA CONSULTANCY SERVICES LIMITED – CERTIFYING AUTHORITY  
REQUEST FORM FOR CLASS 2 CERTIFICATE**  
**INSTRUCTIONS**

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

**USER TYPE – INDIVIDUAL**

Validity of DSC\*  Empower India DSC  1 year  2 Years

Gender\*  Male  Female

Surname^  Given Name\*^

Father/Husband's Name  Initials^

E-Mail Address\*^

Alternative E-Mail Address

**Organization Details**

Name

House Identifier

Street Address

City  Pin Code

Country  State

Telephone    Mobile

**Residential address**

House Identifier\*^

Street Address\*^

City\*^  Pin Code\*^

Country\*^  State\*^

Telephone\*    Mobile

**DOCUMENT CHECKLIST FOR INDIVIDUAL TYPE OF CERTIFICATE**

**Subscriber proof of identity and residence(ATTESTED copy required)**

Identity and Residence

<input type="checkbox"/> Passport	<input type="text"/>	<input type="checkbox"/> Driving License	<input type="text"/>
-----------------------------------	----------------------	--	----------------------

Identity

<input type="checkbox"/> PAN Card	<input type="text"/>	<input type="checkbox"/> Passport	<input type="text"/>
<input type="checkbox"/> Bank A/C Passbook with Photo	<input type="text"/>	<input type="checkbox"/> Driving License	<input type="text"/>
<input type="checkbox"/> Photo Identity Card	<input type="text"/>		

Residence

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

<b>Applicant Declaration</b>	<b>RA Declaration</b>
<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><input type="checkbox"/> I am fully aware of the risks associated with sharing of my Digital Signature and I authorise my RA to generate and download my Digital Signature Certificate on my behalf. I will not hold TCS-CA liable for any misuse by the RA with this Digital Signature Certificate.</p> <p>Date: _____</p> <p>Place: _____ Signature of the Applicant</p>	<p>I hereby confirm that I have received and verified the documents submitted by the subscriber.</p> <p>Date: _____</p> <p>Place: _____ Signature of the RA Officer</p>

**RA OFFICE NAME :** \_\_\_\_\_ / **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'

**RA Office**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_