

GOVERNMENT AUTHORIZED SIGNATORY LETTER TO CA FOR e-Sign/DSC

(To be submitted to CA by Authorized Signatory)

To,
VSign CA
2nd Floor, Bhavna Building, V.S. Marg,
Prabhadevi, Mumbai – 400025

I, Controlling / Administrative Authority / Head of Office / Head of Department (HoD) of the -----
Organization Name -----, have understood the requirements of eSign/DSC enrolments under
provisions of Information Technology Act, and will authorize the employees in line with those
requirements. I have enclosed my ID card /identity letter issued by the organization/ Proof of
association with the organization.

(Note - Below information should be same as used in KYC Account)

Applicant Name	Email ID	Mobile no.

Authorized Person Name: _____

Organization Name: _____

Position/Designation: _____

Organization Identity Card Number: _____

Office Address: _____

Office Tel No: _____

Mobile No: _____

Email ID: _____

Signature: _____

(Seal & Stamp)

Date: _____

Enclosed: ID card of Authorized signatory /identity letter issued by the organization/ Proof of individuals
association with organization.