

Requirements

Information Required							
<u>Orgainsation Details</u>							
Legal Name of the Organization							
Address							
Location							
State/Province							
Postal Code							
Country							
GST Number (If applicable)							
Telephone Number							
Website							
Email ID of the Organisation							
<u>Applicant Details</u>							
Applicant Name							
Mobile No							
Email ID							
PAN							
Documents Required							
Applicant PAN Card							
Applicant Emp ID Card							
Applicant Photo							
Letter of Authority -	As per attached format no 4 Authorized Person Letter is required in favor of the Applicant from the Controlling Authority /Administrative Authority / Head of Department (HoD) as per Format enclosed.						
Declaration for obtaining Document Signer	As per attached format no 3 To be signed by the Authorized Person						
Payment Required							
<u>Price of Document Signer Certificate</u>							
	<table border="1"><tbody><tr><td>1 year validity</td><td>Rs. 5,000/- + GST</td></tr><tr><td>2 years validity</td><td>Rs. 7,500/- + GST</td></tr><tr><td>3 years validity</td><td>Rs. 10,000/- + GST</td></tr></tbody></table>	1 year validity	Rs. 5,000/- + GST	2 years validity	Rs. 7,500/- + GST	3 years validity	Rs. 10,000/- + GST
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2 years validity	Rs. 7,500/- + GST						
3 years validity	Rs. 10,000/- + GST						
<u>Payment Details</u>							
Poddar Professional Solutions Private Limited							
ICICI Bank Ltd							
Account Number: 628005009139							
Type of Account: Current							
IFSC Code: ICIC0006280 (Alphabets ICIC and Numeric Zero Zero Zero Six Two Eight Zero)							
Branch: Howrah Branch							