

DGFT Digital Signature Documents Required For (Proprietor)

We are forwarding the documents required for DGFT digital signature. Also please find the enclosed attachment for Annexures needed for opting DGFT Digital Signature.

1. Certificate application form (CAF) (attached) Photograph attested by official Banker. (2 copies)

Note:

The Certificate applicant should only be the proprietor of the company, the photograph should be attested by the banker (ie. seal & signature of official banker across the photograph).

2. Signature verification letter (SVL) (attached) Certified true copy and attested by authorised signatory. (2 copies)

Apart from these you need to provide:

Documents required for Proprietorship Companies.

RCMC (certified true copy by proprietor)

IEC certificate issued by DGFT (certified true copy by proprietor)

Proof of Business (should be attested by proprietor)

POR Needed for Proprietorship :

1. Sales Tax Registration document issued to the Sole proprietorship concern by the local, state or central government sales tax authority.

OR

2. Copy of the Income Tax Returns filed in the last two years accompanied by the PAN card issued to the Sole proprietorship concern.

OR

3. Import Export Certificate Issued by DGFT along with 2 different Registration Cum Membership Certificate issued by Export Promotion Councils.

OR

4. Import Export Certificate Issued by DGFT accompanied by one Registration Cum Membership Certificate issued by Export Promotion Council and a Licence to start a Factory.

OR

5. Two different Registration Cum Membership Certificate issued by Export Promotion Council accompanied by a Licence to start a Factory.

Or

6. Import Export Certificate Issued by DGFT and one Registration Cum Membership Certificate issued by Export Promotion Councils along with two latest custom clearance bill.