



Registration Form for (n)eXIM Digital Certificate

Customer Identification Number: _____
(For Office Use Only)

Affix recent
passport size
photograph of
the Applicant

(sign across photo)

Instructions:

1. The Form is divided into 2 parts; **Form A** and **Form B**.
2. **Form A** contains details of certificate applicant.
Form B contains organizational details.
3. Please fill the form in **BLOCK LETTERS in English only**
4. **This form is for procuring (n)eXIM Digital Certificate for usage in DGFT [Directorate General for Foreign Trade]**
5. (n)eXIM Certificate refers to Class-IIIb

FORM A

1. VALIDITY OF (n)eXIM

1 Yr. 2Yrs.

2. IEC Number :

Branch Code :

(As assigned to your company's branch for operating in the city)

3. NAME OF THE APPLICANT (As required in the **DIGITAL CERTIFICATE**)

(Ensure that the name as it appears in the Identity Proof matches with the name mentioned below)

4. Organization Name

Office Address
(As per Branch Code)

Town / City / District

State / Union Territory

Pin

Contact No.

(STD Code)

Phone No

Fax No

Mobile Phone No.

5. DATE OF BIRTH

DATE
DD

MONTH
MM

YEAR
YYYY

eg.

6. E-MAIL ADDRESS

7. IDENTITY DETAILS

(Please tick and
fill **ANY ONE**)

No.

Passport / Voter's ID / PAN / Driving Lic. / Ration Card No. / PF Ac.



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FORM B

DETAILS TO BE FILLED UP FOR EXIM ORGANIZATION

Corporate / Registered Office details (as registered with DGFT [Directorate General for Foreign Trade]):

Name
(As appears in IEC Certificate)

Address

Town / City / District

State / Union Territory

Pin

Contact No.
(STD Code) Phone No Fax No

Website

Income Tax PAN.

Bank Details :
Bank Name

Bank A/c No

I hereby agree that I have read and understood the provisions of the (n)Code Solutions CA CPS and the Subscriber Agreement and promise to abide by the same. I also acknowledge that I shall be using USB Crypto Tokens to store my private key as prescribed in guidelines for storage of private keys mentioned in (n)Code Solutions CA CPS.

Place : _____

Signature Of Applicant

Date : _____

[Name: _____]

Registration form for (n)eXIM along with verification documents can be sent to any one of the nearest LRA locations given on (n)Code Solutions CA website.

Cheque / D.D. to be Drawn in favour of "(n)Code Solutions, Division of GNFC Ltd."
Cheque should be "Payable at Par"

Payment Details	LRA Details
D.D. Cheque No. : _____	Checked & Verified By
Date : _____ Amount: _____	
Bank Name : _____	
_____	LRA Name / Signature / Stamp

Contact : www.ncodesolutions.com

E-Mail : support@ncodesolutions.com

Toll Free : 1-800-233-1010



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DOCUMENTS REQUIRED FOR VERIFICATION

Documents Required and Submitted by the Applicant (POR : Proof of rights documents)

Documents required for an Organization / Enterprise for (n)eXIM

Certified true copy (from Company Secretary / Director / Partner / Proprietor of the organization) of any one :

- Certificate of Incorporation or
- Memorandum and Articles of Association or
- Registered Partnership Deed or
- Valid business license document

Certified true copy of any one :

- Annual Report or
- Income Tax Return or
- Statement of Income or
- Letter from the bank giving bank details of the organization

- Authorization Letter in favour of the certificate applicant from the applicant organization (as per the format attached herewith, on the Companys Letterhead Only)**
- Latest photograph of the applicant**

- IEC Certificate Photocopy**

Note :

- Applicants for (n)eXIM shall present themselves at the LRA location where the registration form of (n)eXIM was sent, for verification of physical presence.
- Please refer to the CPS for more information.



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Signature Verification (Authorization) Letter

(This Authorization Letter is required on the Organization's letterhead)

To,
(n) Code Solutions,
A Division of Gujarat Narmada Valley Fertilizers Company Limited.

This is to certify that:

Mr. / Ms. _____ *(Certificate applicant)*
has provided correct information in the Application form for issue of (n)eXIM Digital Certificate to the best of my knowledge and belief and is working with _____
(EXIM organization name). He / She is hereby authorized to obtain a (n)eXIM Digital Certificate to be used for DGFT (Directorate General for Foreign Trade) application and issued by (n)Code Solutions CA.

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 web-application. Specifically, the Certificate Applicant is authorized to sign the various DGFT license applications.

I understand that, while holding a valid (n)eXIM Digital Certificate, if this certificate ever needs to be revoked, it is my organization responsibility to inform (n)Code Solutions regarding the same.

Details of Authorized Signatory:

Name : _____
Designation : _____
Organization Name : _____
Signature of Authorized Person : _____
(with stamp of Organization / Office)
Date : _____
Place : _____