

Guidelines for Issuance of DSC to Foreign Applicant

In respect of Verification of identity credentials of foreign applicant applying for Digital Signature Certificates under IT Act 2000, the following method shall be followed.

Hague Convention/ Apostille Treaty: is an international treaty drafted by the Hague Conference on Private International Law. It specifies the modalities through which a document issued in one of the signatory countries can be certified for legal purposes in all the other signatory states.

Verification of identity and address documents for foreign applicant

A DSC applicant is deemed as foreign applicant if the address(residential or organizational) provided in the DSC application form does not belong to India or identity document submitted is not issued by authorities under Government of India.

For the verification of foreign applicant prior to issuance of DSC, the information provided by the DSC applicant in the **DSC application form** such as **Name, photo, signature, residential /organisational address and existence of organisation (if applicable)** must be supported by documents which shall be included as a part of attested/certified documents. If any of these information is not a part of the attested/certified documents, the applicant has to produce additional proof by submitting documents issued by the government/bank of the respective country, in respective of proof of identity (Name, photo & signature) or address (personal/organisational). Such proof shall also be attested/certified.

a. Foreign applicant is residing in native country

If native country is a signatory of Hague Convention: For attestation, proof of identity, address proof and photo on DSC application should be notarized by the Public Notary of that foreign country and **apostilled** by the competent authority of that foreign country.

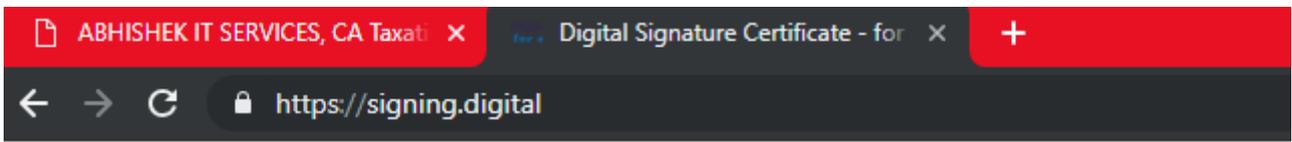
If native country is not a signatory of Hague Convention: For attestation, proof of identity ,address proof and photo on DSC application should be notarized by the Public Notary of that foreign country and **consularized** by the competent authority of that foreign country .

Documents required: Passport/Govt issued identity, Application form with Photo (all attested).

b. Foreign applicant residing in India

The following documents should be certified by Individual's Embassy

1. Resident Permit certificate issued by Assistant Foreigner Regional Registration Officer, an officer of Bureau of Immigration India.
2. Passport
3. Visa
4. Application form with Photo(attested)



c. Foreign Applicant neither in India nor in the native country

The following documents should be certified by the local embassy of the country to which the person belongs

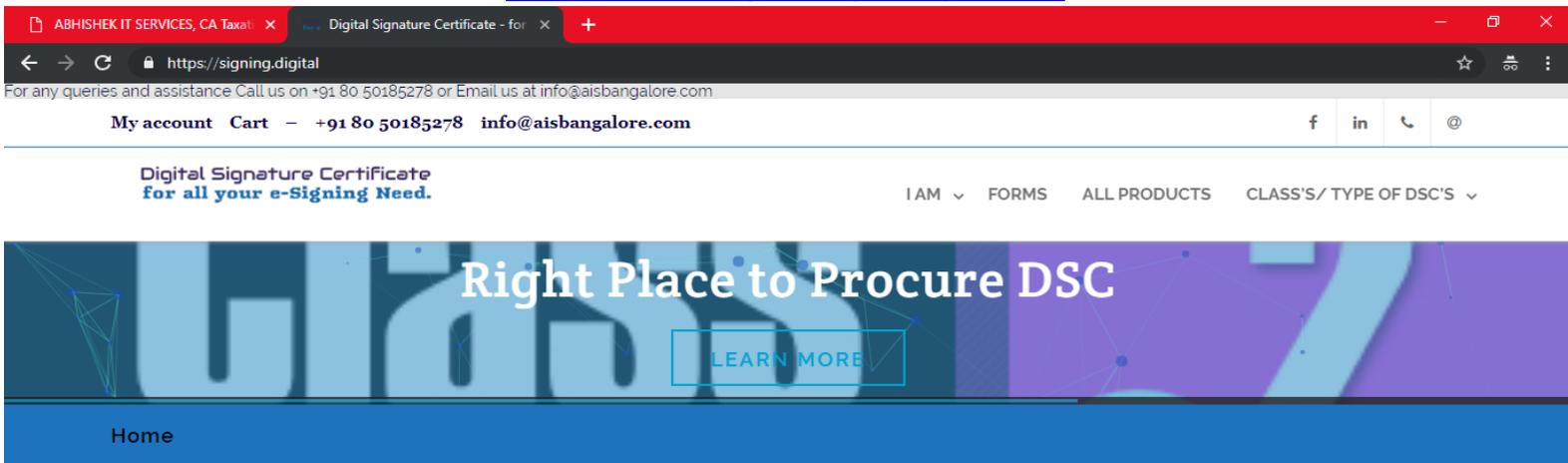
1. Passport
2. Visa
3. Application form with Photo(attested)

d. Foreign applicant holding OCI passport

For foreign nationals with Indian dual citizenship (OCI passport issued by Govt of India and living in India)

1. For DSC with Indian address, the identity and address proof requirements shall be same as Indian nationals living in India.
2. For DSC with foreign address, the copy of their native country passport shall be treated as identity and address proof.
3. No apostilisation and consularisation is required.
4. For DSC application and attestation requirements shall be same as Indian nationals living in India.
5. If applicant not in India then he/she will have to follow the process of a foreign DSC applicant.

<https://signing.digital/>



FOR PATENT FILING AND TRADEMARK REGISTRATION

Trademark Registration and Patent Filing.



CLASS - 2 DIGITAL SIGNATURE

Our Digital Signature Certificate and Services will fulfill all e-signing need. -Income Tax Return e-Filing. -TDS return online filing. -Online



E-PROCUREMENT

Class 3 Company / Organization User certificate is required for e-Tendering, e-Procurement, Trademark / Patent filing.



DGFT

DGFT Digital Signature Certificate is required for DGFT website to communicate.

