**Authorization Letter by Govt. Organization**

(To be printed on organization letter head / Office seal. To be signed by Authorized Signatory / Government Department in-charge. To be used, if the authorization is not made on Application Form.)

To,

Capricorn Identity Services Pvt. Ltd. (Capricorn CA)

G-5 , Vikas Deep building , Plot . 18,

Laxmi Nagar District Center,

Delhi-110092

**Sub:** Authorization for obtaining Digital Signature Certificate (**Certificate Type**)

Dear Sir/ Madam,

With Subject to the below following Employee/Employees have applied for Digital Signature Certificate the details are as under.

|  |  |  |  |
| --- | --- | --- | --- |
| **Employee Name** | **Designation** | **Employee Mobile No.** | **Employee Email id** |
|  |  |  |  |

As per-requisite of the Identity Verification Guidelines by controller of Certifying Authorities, We hereby certify as below:

1 - All the applicants (as per names mentioned above) are working in (organization name and

Address).

1. All the details of Applicants are physically verified by me.
2. Their individual mobile no. And email id are active (contact no to be put in DSC) and have been verified by me.
3. I confirm the Physical Verification of Applicant.
4. I am enclosing my self-attested ID Card

I declare that the above (employee or employees) are live and information submitted is correct as per my knowledge.

For the Organization,

(Seal & Signature)

**Authorizing Person Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Designation**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mobile No**. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_