**Authorization Letter by Govt. Organization**

(TO BE PRINTED ON THE LETTERHEAD ONLY)

To,

Capricorn Identity Services Pvt. Ltd. (**Capricorn CA**)   
G-5, Vikas Deep Building, Plot no. 18,

Laxmi Nagar District Center, Delhi-110092.

**Sub:** Authorization for obtaining E-KYC & Digital Signature Certificate (**Certificate Type**)   
  
Dear Sir(s) / Madam (s):

Subject to the following Employee have applied for E-KYC & Digital Signature Certificate the details are as under.

**Organization Name: ------------------------------------------------------------**

**Department Name:**  **------------------------------------------------------------**

**Organization address: ---------------------------------------------------------------**

| **Applicant Name** | **Designation.** | **Employee Code** |
| --- | --- | --- |
|  |  |  |

I declare that the above employee is alive and is an authorized signatory of the Organization.

He is authorized to approve the signatures of other employees in our department and Organization.

The above information submitted is correct as per my knowledge.

For the Organization,

(Signature and seal of Department,)

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

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

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