+	Only 'Individuals' to affix recent photograph (3.5 cm × 2.5 cm) Sign/ leftTumb impression across	lian Ci rporat Under s please fo er (AO	tizen: ed en section ollow th code)	otment s/India atities for 139A of the accomp	n Con orme f the Ir	erma npai d in ncom	nent nies/E India] e Tax a	ntities ct, 196 d examp	s incon	por	ateo			a/					to	affix photo	dividu rece grapł × 2.5	nt 1		
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	Sir, I/We hereby request that a permanent ac I/We give below necessary particulars:									• •	***-1-				•••	•		Signa	ature/	Left T	humb	Impre	ssion	
	1 Full Name (Full expanded name to be ment	ioned a	s appea	aring in p	root ot	iden	tity/add	iress ac	cumen	ts: in	itials	are n	iot p	erm	ittec	1)								
	Please select title, 🚺 as applicable		Shri	Γ	Sm	t.		Kuma	ari		M/s	5												
	Last Name / Surname							_ 																
	First Name																							
	Middle Name																							
	2 Abbreviations of the above name, as	/011 W(uld li	ke it. to	be ni	rinte	d on tl	ιο ΡΔΝ	l card															
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	3 Have you ever been known by any oth	ner nar	ne?		Yes	5		No								(ple	ase t	ick d	as app	olicab	le)			
	If yes, please give that other name																							
	Please select title, 🚺 as applicable		Shri	Γ	Sm	t.		Kuma	ari		M/s	5												
	Last Name / Surname										-													
	First Name				_																			
	Middle Name							11																
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	4 Gender (for Individual applicants only)				Ma	le		Fema	ale							(Ple	ase t	ick a	s app	licabl	le)			
	5 Date of Birth/Incorporation/Agreeme	nt/Par	tners	hip or T			/ Form			ly of	ind	lividu	uals	ora							le)			
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9 Telephone Number & Email ID details Country code Area/STD Code Telephone / Mobile number	
Email ID	
10 Status of applicant	
Please select status, 🖌 as applicable	
Individual Hindu undivided family Company Partnership Firm Association of Pers	ons
Trusts Body of Individuals Local Authority Artificial Juridical Persons Limited Liability Pa	rtnership
11 Registration Number (for company, firms, LLPs, etc.)	
12 In case of a citizen of India, then	
Please mention your AADHAAR number (if allotted)	
13 Source of Income Please select status, 🚺 as applica	ble
Salary Capital Gains	
Income from Business / Profession Business / Profession code [For Code: Refer instructions] Income from Other sources	
Income from House property No income	
14 Representative Assessee (RA)	
Full name, address of the Representative Assessee, who is assessible under the Income Tax Act in respect of the person, whose particulars have been given in the c	olumn
1-13.	
Full Name (Full expanded name: initials are not permitted)	
Please select title, ✔ as applicable Shri Smt. Kumari M/s	
Last Name / Surname	
First Name	
Middle Name	
Address	
Flat/Room/ Door / Block No.	
Name of Premises/ Building/ Village	
Road/Street/ Lane/Post Office	
Area / Locality / Taluka/ Sub- Division	
Town / City / District	
State / Union Territory Pincode	
15 Documents submitted as Proof of Identity(POI) and Proof of Address (POA)	
I/We have enclosed as proof of identity and	
as proof of address.	
[Please refer to the instructions (as specified in Rule 114 of I.T. Rules, 1962) for list of mandatory certified documents to be submitted as applicable]	
16 I/We, the applicant, in the capacity of do hereby declare that what is stated above is true to the best of my/our information and belief.	
	_
Place	
	_
D D M M Y Y Y Y Date Signature / Left Thumb Impression of Applicant (insid the box)	e
Date the box)	

INSTRUCTIONS FOR FILLING FORM 49A

- (a) Form to be filled legibly in BLOCK LETTERS and preferably in BLACK INK. Form should be filled in English only
- (b) Each box, wherever provided, should contain only one character (alphabet /number / punctuation sign) leaving a blank box after each word.
- (c) 'Individual' applicants should affix two recent colour photographs with white background(size 3.5 cm x 2.5 cm) in the space provided on the form. The photographs should not be stapled or clipped to the form. The clarity of image on PAN card will depend on the quality and clarity of photograph affixed on the form.
- (d) Signature / Left hand thumb impression should be provided across the photo affixed on the left side of the form in such a manner that portion of signature/impression is on photo as well as on form.
- (e) Signature /Left hand thumb impression should be <u>within the box</u> provided on the right side of the form. The signature should not be on the photograph affixed on right side of the form. If there is any mark on this photograph such that it hinders the clear visibility of the face of the applicant, the application will not be accepted.
- (f) Thumb impression, if used, should be attested by a Magistrate or a Notary Public or a Gazetted Officer under official seal and stamp.
- (g) AO code (Area Code, AO Type, Range Code and AO Number) of the Jurisdictional Assessing Officer must be filled up by the applicant. These details can be obtained from the Income Tax Office or PAN Centre or websites of PAN Service Providers on <u>www.utiitsl.com</u> or <u>www.tinnsdl.com</u>.

(h) Guidelines for filling the Form 49A:

m	Item Details	Guidelines for filling th																									
	Full Name	Please select appropria	te ti	tle.																							
		Do not use abbreviation	ns in	the	e Fir	st ar	nd tl	he La	ast i	nam	e/Sı	ırna	me.														
		For example RAVIKANT	sho	buld	l be	writ	ten	as :																			
		Last Name/Surname	R	А	v	Ι	к	А	Ν	т																	
		First Name																									
		Middle Name																									
		For example SURESH SA		A sl	noul	d be	wr	itter	as	:	1	r	I				-			T				-1	1		
		Last Name/Surname	S	А	R	D	A																				
		First Name	S	U	R	Е	S	н																			
		Middle Name																									
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		Last Name/Surname	Ν	Α	R	A	Y	Α	Ν																		
		First Name	Ρ	0	0	Ν	A	М																			
		Middle Name	R	Α	V	Т																					
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		Last Name/Surname	R	А	0																						
		First Name	S	А	т	Y	A	м																			
		Middle Name	v	Ε	N	К	A	т		Μ		к															
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		First Name	М	А	D	U	R	А	I																		
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		Name s	hould r	not be p	refix	ked v	with	h any	title	e su	ch a	s Shi	ri, Sn	nt, k	(um	ari,	Dr.,	Ma	jor, l	M/s	etc.									
2	Abbreviation of the full name to be printed on	Individu necessa				•						ted r	name	e to	be p	orint	ted o	on t	he P.	AN	card	. Na	me,	if a	bbr	eviat	ted,	sho	uld	
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	Have you ever been known by any other name?	If applic name a	ant sel	ects 'Ye	es', tł	nen i	it is	man	dat	ory t	o p	rovic	de de	etail	s of	the	oth	er n				tior	ns in	ltei	n N	lo. 1	with	n res	pec	t to
ļ	Gender	This fiel																	ner a	ppli	cant	s.								
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i	Father's Name	Applical father's								in l	tem	No.	1 wi	:h re	espe	ect t	o na	me	app	ly h	ere.	Mai	riec	l wo	ma	n ap	plica	nt s	hou	ld give
	Address – Residence and	father's name and not husband's name. R - Residence Address: For Individuals, HUF, AOP, BOI or AJP, residential address is mandatory. Other applicants should leave this field blank.																												
	office		ne of Of iness/p	ffice and profession	on[It	em l	No.	.13].																	-		ma	ndat	ory.	
		Business/profession[Item No.13]. (2) In case of Firm, LLP, Company, Local Authority and Trust, name of office and complete address of office is mandatory. For all categories of applicants, it is necessary to mention complete address and the details of Town/City/District, State/Union																												
		For all c Territor	-	-						ary	10 11	iieiii		.0111	piet	c uc	aure	55 u					101	v 1 1 / 1	city	/ 015	uner.	Ju	,.	

		All comm	unication	will be sent	at the a	dress	indic	ated in	his fie	eld.										
9	Telephone	(1) Telephone number should include country code (ISD code) and STD code or Mobile No. should include Country code(ISD																		
	Number and E-	Code	Code).																	
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10	Status of	This field	is mandat	ory for all o	ategories	of ap	plicar	its. In c	ise of	'Limite	ed Lia	bility	Partr	nersh	ip', the	e PAN	l will k	e allott	ed in 'Firm	n'
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11	Registration number			dividuals a nies. Other											-					;
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12	In case of citizen																			
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For In	dividuals and HUF										
Sr. No	Proof of Identity (Copy of)		Proof of address (copy of)								
1	School Leaving Certificate		Electricity Bill^								
2	Matriculation Certificate		Telephone Bill^								
3	Degree of recognised educational institution		Employer Certificate^								
4	Depository Account Statement		Depository Account Statement ^A								
5	Bank Account Statement / Passbook		Bank Account Statement / Passbook^								
6	Credit Card		Credit Card Statement^								
7	Water Bill		Rent Receipt^								
8	Ration Card		Ration Card								
9	Property Tax Assessment Order		Property Tax Assessment Order								
10	Passport		Passport								
11	Voter Identity Card		Voter Identity Card								
12	Driving License		Driving License								
13	Certificate of identity signed by Member of Parliament or Men Assembly or Municipal Councillor or a Gazetted Officer.	nber of Legislative	Certificate of address signed by Member of Parliament or Member of Legislativ Assembly or Municipal Councillor or a Gazetted Officer.								
2.	In case of Minor, any of the above mentioned documents as pro address of any of parents/guardians of such minor shall be deem of identity and address for the minor applicant. For HUF, an affidavit made by the Karta of Hindu Undivided Far father's name and address of all the coparceners on the date of copy of any of the above documents in the name of Karta of HUF i	ed to be the proof nily stating name, of application and	 Proof of Address is required for residence address mentioned in item no. 7. In case of an Indian citizen residing outside India, copy of Bank Accoun Statement in country of residence or copy of Non-resident External(NRE bank account statements. 								
Other	than Individuals and HUF		L								
1	Company		e of Registration issued by the Registrar of Companies.								
2	Partnership Firm		e of Registration issued by the Registrar of Firms or Copy of partnership deed.								
3	Limited Liability Partnership		ficate of Registration issued by the Registrar of LLPs								
4 5	Trust Association of Person, Body of Individuals, Local Authority, or	Copy of Agreeme	deed or copy of certificate of registration number issued by Charity Commissioner. ement or copy of certificate of registration number issued by charity commissioner poperative society or any other competent authority or any other document originatin tral or State Government Department establishing identity and address of such person.								

16	Signature	/	Thumb	Application must be signed by (i) the applicant; or (ii) Karta in case of HUF; or (iii) Director of	f a Com	npany; or	(iv)
	impression			Authorised Signaturee in case of AOP, Body of Individuals, Local Authority and Artificial Ju	idical P	erson; o	r (v)
				Partner in case of Firm/LLP; or (vi) Trustee; or (vii) Representative Asse	see ir	n case	of
				Minor/deceased/idiot/lunatic/mentally retarded.			
				Applications not signed in the given manner and in the space provided are liable to be rejected.			

GENERAL INFORMATION FOR PAN APPLICANTS

- (a) Applicants may obtain the application form for PAN (Form 49A) from any IT PAN Service Centres(managed by UTIITSL) or TIN-Facilitation Centres(TIN-FCs)/PAN Centres (managed by NSDL), or any other stationery vendor providing such forms or download from the Income Tax Department website(<u>www.incometaxindia.gov.in</u>)/UTIITSL website(<u>www.utiitsl.com</u>)/NSDL website (<u>www.tin-nsdl.com</u>).
- (b) The fee for processing PAN application is ₹ 85/- (plus service tax, as applicable). In case, the PAN card is to be dispatched outside India then additional dispatch charge of ₹ 866 will have to be paid by applicant.
- (c) Those already allotted a ten digit alphanumeric PAN shall not apply again as having or using more than one PAN is illegal. However, request for a new PAN card with the same PAN or/and Changes or Correction in PAN data can be made by filling up 'Request for New PAN Card or/and Changes or Correction in PAN Data' form available from any source mentioned in (a) above. The cost of application and processing fee is same as in the case of Form 49A.
- (d) Applicant will receive an acknowledgment containing a unique number on acceptance of this form. This **acknowledgment number** can be used for tracking the status of the application.

(e) For more information / Application status enquiry contact:

Mode	Income-tax Department	NSDL
Website	www.incometaxindia.gov.in	www.tin-nsdl.com
Call Center	0124-2438000	020-27218080
Email ID		<u>tininfo@nsdl.co.in</u>
SMS		SMS NSDLPAN <space> Acknowledgement No. & send to 57575 to obtain application status. For example → Type 'NSDLPAN 881010101010100' and send to 57575</space>
Address		INCOME TAX PAN SERVICES UNIT (Managed by National Securities Depository Limited), 3rd Floor, Sapphire Chambers, Near Baner Telephone Exchange, Baner, Pune - 411 045.