

**Covering Letter with Subscriber Registration Application Form for Corporate Sector  
(To be submitted by POP-SP in duplicate on official stationery)**

To NSDL CRA,

**From:**

**POP Registration Number** : 5\_ \_ \_ \_ \_  
**POP – SP Name** :  
**POP-SP Contact No.** :

**Date:**

**CBO Registration Number** :  
**Name of the Corporate** :  
**Number of Forms submitted** :

Please find enclosed \_\_\_\_\_ (*in words*) number Subscriber Registration Forms for the purpose of allotment of Permanent Retirement Account Number (PRAN).

Yours faithfully,

\_\_\_\_\_  
**Signature & Name of Authorised Signatory  
Stamp of POP**

\_\_\_\_\_  
**Acceptance Date and Stamp of FC branch**

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**Instructions:**

1. This covering letter is to be provided by the POP/POP-SP along with the subscriber registration forms.
  2. The total number of forms in a single packet should not exceed 999.
  3. The count of forms mentioned in the letter should match with the count of forms submitted forms
  4. All the forms submitted along with the letter pertains to the same corporate, whose CBO Reg. No. is mentioned in the letter.
  5. Please quote the correct CBO Reg. No. allotted by CRA. The forms are liable to be rejected if incorrect CBO Reg. No. is mentioned.
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