## Form No. 49AA

**Application for Allotment of Permanent Account Number**

[Individuals not being a Citizen of India/Entities incorporated outside India/ Unincorporated entities formed outside India]

See Rule 114

To avoid mistake(s), please follow the accompanying instructions and examples before filling up the form

### Assessing officer (AO code)

<table>
<thead>
<tr>
<th>Area code</th>
<th>AO type</th>
<th>Range code</th>
<th>AO No.</th>
</tr>
</thead>
</table>

Sir,

I/We hereby request that a permanent account number be allotted to me/us.

I/We give below necessary particulars:

1. **Full Name (Full expanded name to be mentioned as appearing in proof of identity/address documents: initials are not permitted)**

   - **Please select title, as applicable**
     - Shri/Mr
     - Smt/Mrs
     - Kumari/Ms
     - M/s
   - Last Name / Surname
   - First Name
   - Middle Name

2. **Abbreviations of the above name, as you would like it, to be printed on the PAN card**

3. **Have you ever been known by any other name? Yes No (Please tick as applicable)**

   - **Please select title, as applicable**
     - Shri/Mr
     - Smt/Mrs
     - Kumari/Ms
     - M/s
   - Last Name / Surname
   - First Name
   - Middle Name

4. **Gender (for Individual applicants only)**

   - Male
   - Female
   - Transgender (Please tick as applicable)

5. **Date of Birth/Incorporation/Agreement/Partnership or Trust Deed/ Formation of Body of individuals or Association of Persons**

   - Day
   - Month
   - Year

6. **Details of Parents (applicable only for individual applicants)**

   Whether mother is a single parent and you wish to apply for PAN by furnishing the name of your mother only?

   - Yes
   - No (please tick as applicable)

   If yes, please fill in mother’s name in the appropriate space provide below.

   **Father's Name** (Mandatory except where mother is a single parent and PAN is applied by furnishing the name of mother only)

   - Last Name / Surname
   - First Name
   - Middle Name

   **Mother's Name** (optional except where mother is a single parent and PAN is applied by furnishing the name of mother only)

   - Last Name / Surname
   - First Name
   - Middle Name

   Select the name of either father or mother which you may like to be printed on PAN card (Select one only)

   - Father's name
   - Mother's name (Please tick as applicable)

   (In case no option is provided then PAN card will be issued with father’s name except where mother is a single parent and you wish to apply for PAN by furnishing name of the mother only).

7. **Address**

   **Residence 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 / Zip code
   - Country Name
### Office Address
- Name of office
- 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/ Zip code
- Country Name

### 8 Address for Communication
- Residence
- Office

### 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
  - Government
  - Individual
  - Hindu undivided family
  - Company
  - Partnership Firm
  - Association of Persons
  - Trusts
  - Body of Individuals
  - Local Authority
  - Artificial Juridical Persons
  - Limited Liability Partnership

### 11 Registration Number (for company, firms, etc.)

### 12 Country of citizenship
- ISD code of country of citizenship

### 13 Source of Income
- Please select status, as applicable
  - Salary
  - Capital Gains
  - Income from Business/ Profession
  - Income from Business/ Profession code
  - Income from House property
  - Income from Other sources
  - No income

### 14 Representative or Agent of the Applicant in India
- Full name, address of the Representative or Agent
- Full Name (Full expanded name: initials are not permitted)
- 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/ Zip code

### 15 Documents submitted as Proof of Identity (POI) and Proof of Address (POA)
- I/We have enclosed as proof of identity, as mandatory certified documents
- as proof of address, and

[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 KYC details* [To be filled in by Foreign Institutional Investor or a Qualified Foreign Investor, as prescribed under the regulations issued by the Securities and Exchange Board of India (SEBI)]

"Control" as defined under SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 1997

"Beneficial owner" as defined in the para 5.1 of SEBI circular dated December 31, 2010 on Anti Money Laundering.

(a) In case of Individuals

Please select □ as applicable

<table>
<thead>
<tr>
<th>Marital Status</th>
<th>Single</th>
<th>Married</th>
<th>Divorced</th>
<th>Widow/Widower</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citizenship Status</td>
<td>Foreigner</td>
<td>Person of Indian origin</td>
<td>Overseas citizen of India</td>
<td></td>
</tr>
<tr>
<td>In case of foreigner, country of citizenship</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Occupation details</td>
<td>Private sector service</td>
<td>Public sector/Govt. service</td>
<td>Business</td>
<td>Professional</td>
</tr>
<tr>
<td>Agriculture</td>
<td>Retired</td>
<td>Housewife</td>
<td>Student</td>
<td>Others</td>
</tr>
</tbody>
</table>

(b) In case of non individuals

Please select □ as applicable

| R | Private Company |
| U | Public Company |
| S | Financial Institution |
| N | Non Government Organization |
| C | Charitable Organization |

(c) Gross Annual Income - INR

Networth (Assets less liabilities) in INR

(d) In case of a Public Company, whether listed on a stock exchange

Please select □ as applicable

| Yes | No |

If yes, then indicate name of the stock exchange

(e) In case of Non-individuals

Does it have few persons or persons of the same family holding beneficial ownership and control.

Please select □ as applicable

| Yes | No |

[f"Control":Control shall include the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly, including by virtue of their shareholding or management rights or shareholders agreements or voting agreements or in any other manner “Beneficial owner” means the natural person who ultimately owns or controls the applicant and/or the person on whose behalf a transaction is being conducted, and includes a person who exercises ultimate effective control over a juridical person]

(f) Is the entity involved / providing any of the following services

Please select □ as applicable

| Foreign exchange, Money Changer Services | Yes | No |
| Gaming/Gambling/Lottery services (Casinos and Betting Syndicates) | Yes | No |
| Money Lending, Pawning | Yes | No |

(g) Whether the applicant or the applicant's authorised signatories/trustees/office bearers is

(i) a politically exposed person

(ii) related to a politically exposed person

For definition of politically exposed person refer to guidelines issued under the Prevention of Money Laundering Act (PMLA)]

(h) Taxpayer identification Number in the country of residence

17 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 |
| Date |

Signature / Left Thumb Impression of Applicant (inside the box)

Note: As per provisions of Section 272B of the Income Tax Act., 1961, a penalty of ₹ 10,000 can be levied on possession of more than one PAN.
### INSTRUCTIONS FOR FILLING FORM 49AA

(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 within the box 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 Notary Public or an authorized officer in respective country of residence 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 [www.utiitsl.com](http://www.utiitsl.com) or [www.tin-nsdl.com](http://www.tin-nsdl.com).

(h) Guidelines for filling the Form 49AA:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item Details</th>
<th>Guidelines for filling the form</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Full Name</td>
<td>Please select appropriate title. Do not use abbreviations in the First and the Last name/Surname. For example <strong>RAVIKANT</strong> should be written as:</td>
</tr>
<tr>
<td></td>
<td>Last Name/Surname</td>
<td>R A V I K A N T</td>
</tr>
<tr>
<td></td>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Middle Name</td>
<td></td>
</tr>
</tbody>
</table>

For example **SURESH SARDA** should be written as:

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>S A R D A</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>S U R E S H</td>
</tr>
<tr>
<td>Middle Name</td>
<td></td>
</tr>
</tbody>
</table>

For example **POONAM RAVI NARAYAN** should be written as:

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>N A R A Y A N</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>P O O N A M</td>
</tr>
<tr>
<td>Middle Name</td>
<td>R A V I</td>
</tr>
</tbody>
</table>

For example **SATYAM VENKAT M. K. RAO** should be written as:

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>R A O</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>S A T Y A M</td>
</tr>
<tr>
<td>Middle Name</td>
<td>V E N K A T M K</td>
</tr>
</tbody>
</table>

For example M. **S. KANDASWAMY(MADURAI SOMASUNDARAM KANDASWAMY)** should be written as:

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>K A N D A S W A M Y</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>M A D U R A I</td>
</tr>
<tr>
<td>Middle Name</td>
<td>S O M A S U N D R A M</td>
</tr>
</tbody>
</table>
Applicants other than ‘Individuals’ may ignore above instructions.
Non-Individuals should write their full name starting from the first block of Last Name/Surname. If the name is longer than the space provided for the last name, it can be continued in the space provided for First and Middle Name.

For example **XYZ DATA CORPORATION (INDIA) PRIVATE LIMITED** should be written as:

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>XYZ DATA CORPORATION (IND)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>I A ) PRIVATE LIMITED</td>
</tr>
<tr>
<td>Middle Name</td>
<td></td>
</tr>
</tbody>
</table>

For example **MANOJ MAFATLAL DAVE (HUF)** should be written as:

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>MANOJ MAFATLAL DAVE (HUF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td>Middle Name</td>
<td></td>
</tr>
</tbody>
</table>

In case of Company, the name should be provided without any abbreviations. For example, different variations of ‘Private Limited’ viz. Pvt Ltd, Private Ltd, Pvt Limited, P Ltd, P. Ltd., Ltd are not allowed. It should be ‘Private Limited’ only.

In case of sole proprietorship concern, the proprietor should apply for PAN in his/her own name.

Name should not be prefixed with any title such as Shri, Smt, Kumari, Dr., Major, M/s etc.

2 Abbreviation of the full name to be printed on the PAN card

Individual applicants should provide full/abbreviated name to be printed on the PAN card. Name, if abbreviated, should necessarily contain the last name. For example:

**SATYAM VENKAT M. K. RAO** which is written in the Name field as:

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>RAO</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>SATYAM</td>
</tr>
<tr>
<td>Middle Name</td>
<td>VENKAT MK</td>
</tr>
</tbody>
</table>

Can be written as in ‘Name to be printed on the PAN Card’ column as

SATYAM VENKAT M. K. RAO
S. V. M. K. RAO
SATYAM V. M. K. RAO

For non individual applicants, this should be same as last name field in item no. 1 above.

3 Have you ever been known by any other name?

If applicant selects ‘Yes’, then it is mandatory to provide details of the other name. Instructions in Item No. 1 with respect to name apply here. Title should be similar to the title mentioned in Item No. 1.

4 Gender

This field is mandatory for Individuals. Field should be left blank in case of other applicants.

5 Date of Birth/Incorporation/Agreement/Formation of Body of Individuals/Association of Persons

Date cannot be a future date. Date: 2nd August 1975 should be written as:

<table>
<thead>
<tr>
<th>D</th>
<th>D</th>
<th>M</th>
<th>M</th>
<th>Y</th>
<th>Y</th>
<th>Y</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>2</td>
<td>0</td>
<td>8</td>
<td>1</td>
<td>9</td>
<td>7</td>
</tr>
</tbody>
</table>

Relevant date for different categories of applicants is:

Individual: Actual Date of Birth; Company: Date of Incorporation; Association of Persons: Date of formation/creation; Trusts: Date of creation of Trust Deed; Partnership Firms: Date of Partnership Deed; LLPs: Date of Incorporation/Registration; HUFs: Date of creation of HUF and for ancestral HUF date can be 01-01-0001 where the date of creation is not available.

6 Details of Parents (Applicable to Individuals only)

Instructions in Item No.1 with respect to name apply here.

**Whether mother is a single parent and you wish to apply for PAN by furnishing mother’s name only?**

It is mandatory for Individual applicants to select the flag (i.e. ‘Yes’ or ‘No’).

This flag should be selected as ‘Yes’ only if (i) Mother is a single parent, and (ii) You wish to apply for PAN using mother’s name only. Father’s name should be left blank.

If the flag is selected as ‘No’, then father’s name is mandatory. For such cases, mother’s name is optional.

**Father’s Name**: It is mandatory for Individual applicants (except for cases where mother is a single parent) to provide father’s name. Married woman applicant should also give father’s name and not husband’s name.

**Mother’s Name**: This is an optional field. Mother’s name is mandatory if the flag value (i.e. Whether mother is a single parent and you wish to apply for PAN by furnishing mother’s name only?) is selected as ‘Yes’.

**Name to be printed on the PAN card**: Appropriate flag should be selected to indicate the name (out of the father’s name and mother’s name given in the form) to be printed on the PAN card. If the ‘Mother as a Single Parent’ field is selected as ‘Yes’, then mother’s name flag should only be selected for the name to be printed on the PAN Card.

If none of the option is selected, then father’s name shall be considered for printing on the PAN card. In case of mother as a single parent, mother’s name shall be considered for printing on the PAN Card.
7 Address
- Residence and office

R - Residence Address:
For Individuals, HUF, AOP, BOI or AJP, residential address is mandatory. Other applicants should leave this field blank.

O - Office Address:
(1) Name of Office and address to be mentioned in case of individuals having source of income as salary or 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 Territory and PINCODE are mandatory.

In case, a foreign address is provided then it is mandatory to provide Country Name along with ZIP Code of the country.

8 Address for communication
Individuals/HUFs/AOP/BOI/AJP may indicate either ‘Residence’ or ‘Office’ and other applicants should necessarily indicate ‘Office’ as the Address for Communication.

All communication will be sent at the address indicated in this field.

9 Telephone Number and E-mail ID
(1) Telephone number should include country code (ISD code) and STD code or Mobile No. should include Country code (ISD Code). For example :
   (i) Telephone number 2355705 of Delhi should be written as
       
       Country Code  STD code  Telephone Number / Mobile number
       91 1 1 2 3 5 5 5 7 0 5
       Where ‘91’ is the country code of India and 11 is the STD Code of Delhi.
   (ii) Mobile number 9102511111 of India should be written as
        
        Country Code  STD code  Telephone Number / Mobile number
        91 0 2 5 1 1 1 1
        Where ‘91’ is the country code of India.
(2) It is mandatory for the applicants to mention either their “Telephone number” or valid “e-mail id” so that they can be contacted in case of any discrepancy in the application and/or for receiving PAN through e-mail.
(3) Application status updates are sent using the SMS facility on the mobile numbers mentioned in the application form.

10 Status of Applicant
This field is mandatory for all categories of applicants. In case of ‘Limited Liability Partnership’, the PAN will be allotted in ‘Firm’ status.

11 Registration number
Not applicable to Individuals and HUFs. Mandatory for ‘Company’. Company should mention registration number issued by the Registrar of Companies or the concerned Government Authority of country of residence.

12 Country of citizenship
This field is mandatory for all categories of applicants.

13 Source of Income
It is mandatory to indicate at least one of source of incomes, as mentioned in the form. In case, the income from Business/profession is selected by the applicant then an appropriate business profession code should be mentioned. Please refer the table given below to select Business/profession code:

<table>
<thead>
<tr>
<th>Code</th>
<th>Business/ Profession</th>
<th>Code</th>
<th>Business/ Profession</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Medical Profession and Business</td>
<td>11</td>
<td>Films, TV and such other entertainment</td>
</tr>
<tr>
<td>02</td>
<td>Engineering</td>
<td>12</td>
<td>Information Technology</td>
</tr>
<tr>
<td>03</td>
<td>Architecture</td>
<td>13</td>
<td>Builders and Developers</td>
</tr>
<tr>
<td>04</td>
<td>Chartered Accountant/ Accountancy</td>
<td>14</td>
<td>Members of Stock Exchange, Share Brokers and Sub-Brokers</td>
</tr>
<tr>
<td>05</td>
<td>Interior Decoration</td>
<td>15</td>
<td>Performing Arts and Yatra</td>
</tr>
<tr>
<td>06</td>
<td>Technical Consultancy</td>
<td>16</td>
<td>Operation of Ships, Hovercraft, Aircrafts or Helicopters</td>
</tr>
<tr>
<td>07</td>
<td>Company Secretary</td>
<td>17</td>
<td>Plying Taxis, Lorries, Trucks, Buses or other Commercial Vehicles</td>
</tr>
<tr>
<td>08</td>
<td>Legal Practitioner and Solicitors</td>
<td>18</td>
<td>Ownership of Horses or Jockeys</td>
</tr>
<tr>
<td>09</td>
<td>Government Contractors</td>
<td>19</td>
<td>Cinema Halls and Other Theatres</td>
</tr>
<tr>
<td>10</td>
<td>Insurance Agency</td>
<td>20</td>
<td>Others</td>
</tr>
</tbody>
</table>
### List of documents which will serve as proof of identity and address for each status of Assessee

**For Individuals or HUF**

<table>
<thead>
<tr>
<th>Document Type</th>
<th>For Address (Copy of)</th>
<th>For Identity (Copy of)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Copy of passport, or</td>
<td>1. Copy of Passport, or</td>
<td></td>
</tr>
<tr>
<td>2. Copy of Person of Indian Origin (PIO) card issued by Government of India, or</td>
<td>2. Copy of Person of Indian Origin (PIO) card issued by Government of India, or</td>
<td></td>
</tr>
<tr>
<td>3. Copy of Overseas Citizen of India (OCI) card issued by Government of India, or</td>
<td>3. Copy of Overseas Citizen of India (OCI) card issued by Government of India, or</td>
<td></td>
</tr>
<tr>
<td>4. Copy of other national or citizenship Identification Number or Taxpayer Identification Number duly attested by “Apostille” (in respect of countries which are signatories to the Hague Convention of 1961) or by the Indian Embassy or High Commission or Consulate in the country where the applicant is located or authorised officials of overseas branches of Scheduled Banks registered in India.</td>
<td>4. Copy of other national or citizenship Identification Number or Taxpayer Identification Number duly attested by “Apostille” (in respect of countries which are signatories to the Hague Convention of 1961) or by the Indian Embassy or High Commission or Consulate in the country where the applicant is located or authorised officials of overseas branches of Scheduled Banks registered in India, or</td>
<td></td>
</tr>
<tr>
<td>5. Copy of Bank account statement in the country of residence, or</td>
<td>5. Copy of Bank account statement in the country of residence, or</td>
<td></td>
</tr>
<tr>
<td>6. Copy of Non-resident External (NRE) bank account statement in India, or</td>
<td>6. Copy of Non-resident External (NRE) bank account statement in India, or</td>
<td></td>
</tr>
<tr>
<td>7. Copy of Certificate of Residence in India or Residential permit issued by the State Police Authorities, or</td>
<td>7. Copy of Certificate of Residence in India or Residential permit issued by the State Police Authorities, or</td>
<td></td>
</tr>
<tr>
<td>8. Copy of Registration certificate issued by the Foreigner’s Registration Office showing Indian address, or</td>
<td>8. Copy of Registration certificate issued by the Foreigner’s Registration Office showing Indian address, or</td>
<td></td>
</tr>
<tr>
<td>9. Copy of Visa granted &amp; Copy of appointment letter or contract from Indian Company &amp; Certificate (in original) of Indian address issued by the employer.</td>
<td>9. Copy of Visa granted &amp; Copy of appointment letter or contract from Indian Company &amp; Certificate (in original) of Indian address issued by the employer.</td>
<td></td>
</tr>
</tbody>
</table>

**For other than Individuals**

<table>
<thead>
<tr>
<th>Document Type</th>
<th>For Address (Copy of)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Copy of Certificate of Registration issued in the country where the applicant is located, duly attested by “Apostille” (in respect of the countries which are signatories to the Hague Convention of 1961) or by the Indian Embassy or High Commission or Consulate in the country where the applicant is located or authorised officials of overseas branches of Scheduled Banks registered in India, or</td>
<td>1. Copy of Certificate of Registration issued in the country where the applicant is located, duly attested by “Apostille” (in respect of the countries which are signatories to the Hague Convention of 1961) or by the Indian Embassy or High Commission or Consulate in the country where the applicant is located or authorised officials of overseas branches of Scheduled Banks registered in India, or</td>
</tr>
<tr>
<td>2. Copy of registration certificate issued in India or of approval granted to set up office in India by Indian Authorities.</td>
<td>2. Copy of registration certificate issued in India or of approval granted to set up office in India by Indian Authorities.</td>
</tr>
</tbody>
</table>

### KYC Details

It is mandatory to provide KYC details in case of an application filled by a Foreign Institutional Investor or a Qualified Foreign Investor, as prescribed under the regulations issued by Securities and Exchange Board of India (SEBI). Please refer the guidelines issued by the Securities and Exchange Board of India (SEBI) and Prevention of Money Laundering Act for filling these details.

### Signature/Thumb impression

Application must be signed by (i) the applicant; or (ii) Karta in case of HUF; or (iii) Director of a Company; or (iv) Authorised Signatory in case of AOP, Body of Individuals, Local Authority and Artificial Juridical Person; or (v) Partner in case of Firm/LLP; or (vi) Trustee; or (vii) Representative Assessee in 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 49AA) from any IT PAN Service Centres (managed by UTIITSL) or TIN-Facilitation Centres (TIN-FCs) / PAN Centres (managed by NSDL e-Gov), or any other stationery vendor providing such forms or download from the Income Tax Department website (www.incometaxindia.gov.in) / UTIITSL website (www.utiitsl.com) / NSDL e-Gov website (www.tin-nsdl.com).

(b) The fee for processing PAN application is as under:

- If physical PAN Card is required, ₹ 107/- (including goods & service tax) will have to be paid by the applicant. In case, the PAN card is to be dispatched outside India then additional dispatch charge of ₹ 910/- will have to be paid by applicant.
- If physical PAN Card is not required ₹ 72/- (including goods & service tax) will have to be paid by the applicant. PAN applicants will have to mention on the top of the application form “Physical PAN Card not required”. In such cases, email ID will have to be mandatorily provided to receive e-PAN Card.

(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 49AA.

(d) Applicant will receive an acknowledgement containing a unique number on acceptance of this form. This acknowledgement number can be used for tracking the status of the application.

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

<table>
<thead>
<tr>
<th>Mode</th>
<th>Income-tax Department</th>
<th>NSDL e-Gov</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td><a href="http://www.incometaxindia.gov.in">www.incometaxindia.gov.in</a></td>
<td><a href="http://www.tin-nsdl.com">www.tin-nsdl.com</a></td>
</tr>
<tr>
<td>Call Center</td>
<td>1800-180-1961</td>
<td>020-27218080</td>
</tr>
<tr>
<td>Email ID</td>
<td></td>
<td><a href="mailto:tininfo@nsdl.co.in">tininfo@nsdl.co.in</a></td>
</tr>
<tr>
<td>SMS</td>
<td>SMS NSDLPAN &lt;space&gt; Acknowledgement No. &amp; send to 57575 to obtain application status. For example → Type 'NSDLPAN 881010101010100' and send to 57575</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>INCOME TAX PAN SERVICES UNIT (Managed by NSDL e-Governance Infrastructure Limited), 5th Floor, Mantri Sterling, Plot No. 341, Survey No. 997/8, Model Colony, Near Deep Bungalow Chowk, Pune - 411 016.</td>
<td></td>
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</tbody>
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