# (n)Code Solutions- A Division of GNFC Limited
# PAN based eKYC Paperless Process

License Certifying Authority

1. Open website as [www.ncodesolutions.com](http://www.ncodesolutions.com) Click on "BUY DSC NOW" on home page.

2. Select the below details.

Certificate Type - Only Sign
Certificate Class - Class 3
User Type - Individual Certificate
Certificate Validity – 1 Year
Require Token – YES (If not required select "NO")
Product Type – Direct From (n) Code

3. Enter Mobile number and Captcha then click on next button.



4. Enter OTP which is received on your registered mobile number, then click on Submit.

5. Click on "For PAN based eKYC Registration "on below page.

| (n)Code® Solutions | Buy Online DSC & Sign Documents | GNFC |
| --- | --- | --- |
| | Simple Steps to get your DSC | |

Date: 3/7/2025 Time:11:53:54 AM

For PAN Based eKYC Registration, Please Click Here

Help Manual for PAN based Paperless DSC Issuance Click Here

For Offline Aadhaar (.zip file) Based eKYC Registration, Please Click Here

Help Manual for Aadhaar based Paperless DSC Issuance Click Here

Video Recording Help Manual For PAN Based DSC Click Here

If You Are Existing eKYC Account User, Please Click Here

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Supported Browsers : Internet Explorer 11, Google Chrome 49, Mozilla Firefox 44 & Above. (This site is best viewed with 1024 x 768 resolution)

Designed and Developed by (n) Code Solutions.

6. fill all the required details as mentioned below.

- o Enter Applicant PAN Number
- o Enter Applicant Date of Birth
- o Enter Applicant Name as per PAN card, Select Gender
- o Enter Email ID and Click on Get OTP then enter Email OTP
- o Fill the Residential Address, Area/Landmark, Town/City/District, Pin Code, State

7. Your registered mobile number will be displayed on the screen, it will verify applicant name from the telecom company. Click on "Get OTP" to process telecom verification. Insert OTP then click on "Verify OTP" for successful telecom verification.

In case of Applicant name is not registered with the telecom company then applicant needs to process Bank Account verification. Insert the Bank Account number then IFSC Code. Click on verify bank details for successful bank account verification.

- o Select KYC Type, Username, PIN, Confirm PIN
- o Applicant Photo should be in "jpg" format.
- o Upload other all Documents (PDF format)
- o Provide consent by clicking "I allow.." then click on "Submit eKYC details"

8. Cross verify eKYC account details then tick on "I Agree.."
   and click on "Continue" to sign subscriber Agreement.

9. Now video screen is displayed.

   Clicking on Start Recording will start the recording of Video, the
   Video script displayed on screen has to be spoken while Video
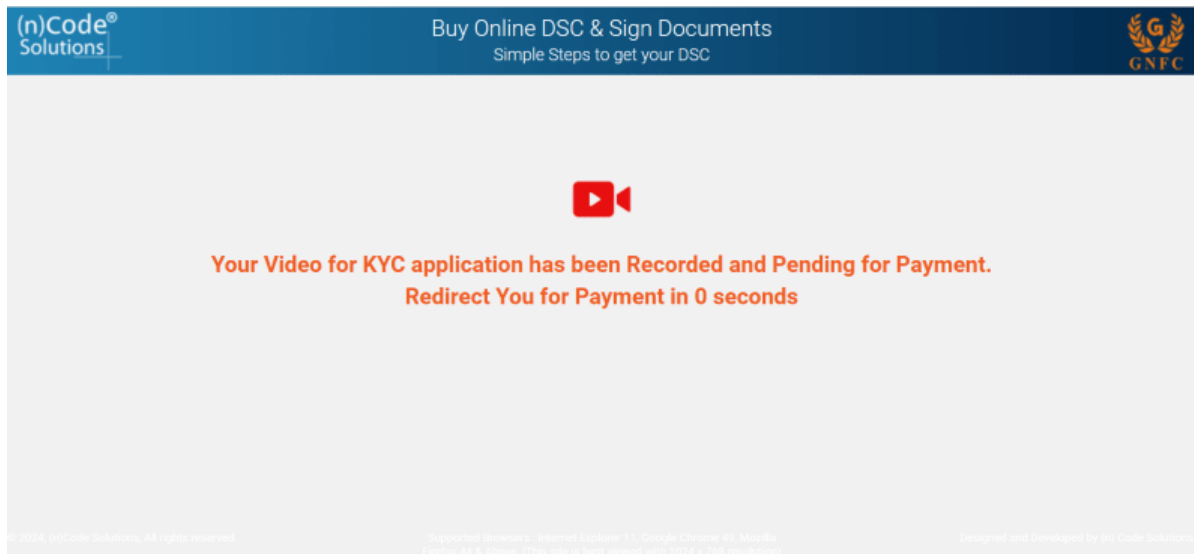   recording and documents to be shown in video.

   1. Original PAN Card / Aadhar Card (It is necessary to show the documents that have been uploaded.)
   2. Address Proof

   After recording the 60 second video, click on Upload Video.

10. Wait few seconds after uploading the video, Redirect payment page.



Note: Select the payment method as per your conveniences then make the payment.

11. After payment below screen will be displayed, Your eKYC ID has been successfully registered.
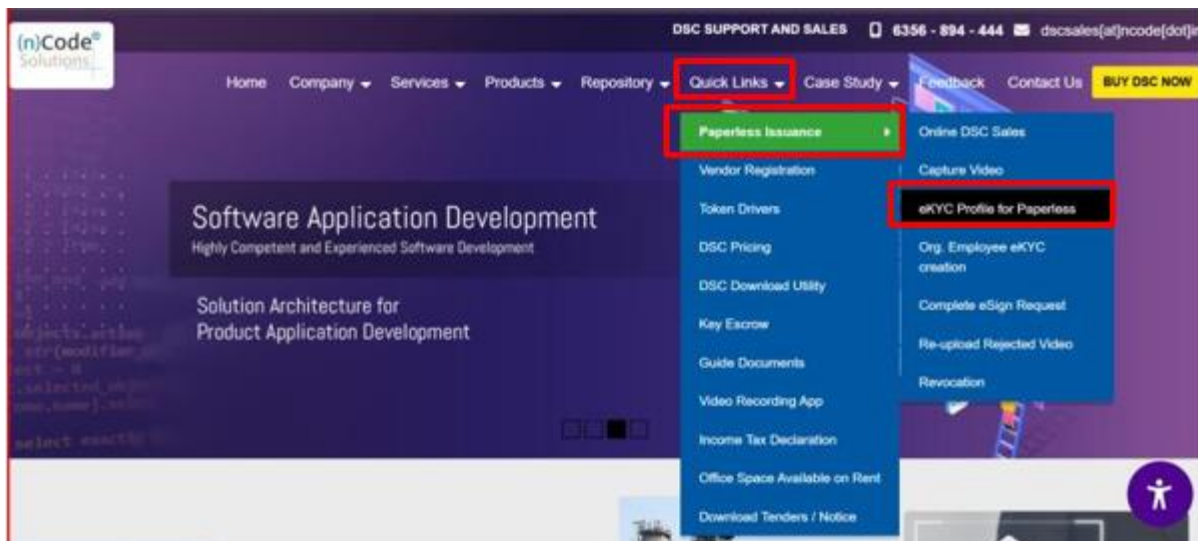
12. Now eKYC ID will be assigned to (n)Code verification
Officer for approval. Please wait, Applicant will be notified
on email for Approval.

13. Open (n)Code Solutions website home page.

Click on Quick Links > Paperless Issuance > eKYC Profile for
Paperless

14. Enter your User Name, PIN, OTP and Captcha
then click on submit.

15. After clicking on submit below page will be appeared with your eKYC account details.

16. Click on "Proceed for DSC", Details will be appeared on screen.
    Click on "Applicant ID number" shown in blue colour.

| Home | Change PIN | Upload Document | Profile Activation | Sign Agreement | Current Doc | Proceed For DSC | BUY DSC | More | Logout |

**Welcome** ▬▬▬▬▬▬    **Registration Type:** PAN based Registration ▾

### Dashboard

Show 10 ▾ entries                                                          Search: [          ]

| Product Name | Certificate Type | Applicant Id |
|---|---|---|
| (N)RAIL (2-YEAR) | Only Signing | 90294399 |

Showing 1 to 1 of 1 entries                                    Previous  1  Next

17. Enter GST number at point no.2 and Click on verify GST button(If GST based Invoice is required)

18. Cross verify eKYC account details then tick on "I Agree.."
and click on "Submit".



**Wait for a few seconds till your eSign process gets completed.**

19. Once e-sign process gets completed sucessfully, customer ID will be available on screen to note for records.Your DSC downloading credential will be sent on registered e-mail id and SMS on mobile.

# Contact US for any Support queries:

➢ Application Support : dscsupport@ncode.in &
dscsupport1@ncode.in
Contact No - 079 66743 306/207

Compliance Support - dscverification@ncode.in

Contact No - 079 66743 206/207

➢ For Tech. Configuration : tokensupport@ncode.in &
dschelp@ncode.in

(Toll free) 6356 894 444

------------------------------- Thank You -------------------------------