

**Form No. 49A**

**Application for Allotment of Permanent Account Number**  
 [In the case of Indian Citizens/Indian Companies/Entities incorporated in India/  
 Unincorporated entities formed in India]

See Rule 114

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

Photo  
With  
Across  
Signature

Only  
Photo

**Assessing officer (AO code)**

Area code			AO type	Range code			AO No.	
A	P	R	W	1	2	3	1	2

Pls select your nearest  
City/Town/District AO Code

Male      Female      Un-married Women

Applicant's  
Signature / Thumb

Signature / Left Thumb Impression

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

Please select title,  as applicable  Shri  Smt.  Kumari  (Please tick as applicable)

Last Name / Surname: A G A R W A L

First Name: S A N D E E P

Middle Name: K U M A R

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

S A N D E E P    K U M A R    A G A R W A L

A G A R W A L    S A N D E E P    K U M A R

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

If yes, please give that other name

Please select title,  as applicable  Shri  Smt.  Kumari  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: 1 1    Month: 1 2    Year: 2 0 1 9

Father name will display on Pancard

**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)

PRAMOD KUMAR AGARWAL

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: A G A R W A L

First Name: P R A M O D

Middle Name: K U M A R

**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**

Residence address field is mandatory

Flat / Room / Door / Block No.: D O O R    N O

Name of Premises/Building/Village: S T R E E T / L A N E

Road / Street / Lane/Post Office: C O L O N Y

Area/Locality/Taluka/Sub-Division: C I T Y / T O W N

Town / City / District: D I S T R I C T

State / Union Territory: STATE NAME    Pincode / Zip code: 1 2 3    4 5 6    Country Name: INDIA

Office address field is Optional

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

Grid for office address details

Pincode / Zip code
Country Name

8 Address for Communication [X] Residence [ ] Office (Please tick as applicable)

9 Telephone Number & Email ID details

Country code: 091, Area/STD Code, Telephone/Mobile number: 9876512345, Email ID: steelcity.visakhapatnam@xmail.com

Dispatch details will send to the mobile

10 Status of applicant

Please select status, [X] as applicable. Individual, Hindu undivided family, Company, Partnership Firm, Government, Association of Persons, Trusts, Body of individuals, Local Authority, Artificial Juridical Persons, Limited Liability Partnership.

Soft copy (e-PAN) will send to the mail

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

Registration Number grid

12 In case of a person, who is required to quote Aadhaar number or the Enrolment ID of Aadhaar application form as per section 139 AA

Please mention your AADHAAR number (if allotted) 123456789123

If AADHAAR number is not allotted, please mention the enrolment ID of Aadhaar application form

Name as per AADHAAR letter or card or as per the Enrolment ID of Aadhaar application form: SANDEEP KUMAR AGARWAL

13 Source of Income

Please select, [X] as applicable

Salary, Income from Business / Profession, Income from House property, Capital Gains, Income from Other sources, No income.

14 Representative Assessee (RA)

Full name, address of the Representative Assessee, who is assessable under the Income Tax Act in respect of the person, whose particulars have been given in the column 1-13.

Full Name (Full expanded name : initials are not permitted)

Please select title, [X] 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), Proof of Address (POA) and Proof of Date of Birth (POB)

I/We have enclosed Identity Proof as proof of identity, Address Proof as proof of address and Date Of Birth Proof as proof of date of birth.

16 I/we Applicant Name, the applicant, in the capacity of Himself / Herself

Place : CITY / TOWN / DISTRICT

Date : 15122019 Ack Receipt Generated Date

Applicant's Signature / Thumb

# Guidelines for the form 49A

- Residence address field is mandatory for Individuals , HUF, AOP, BOI & AJP Categories.
- If you want Office address field , you have to fill both residence & Office address fields.  
You should submit office address proof also .
- Office address is field is mandatory for Firm, LLP, Company, Local Authority & Trust Categories.  
Residence address field should be blank.
- Office address should not fill Representative Assessee (RA) field .
- In case of Aadhar card having only year of birth, Additional Date of Birth proof is mandatory.  
(Like Birth Certificate, SSC/ Matriculation Certificate, Voter ID, Driving Licence and Passport etc.,)
- If you submit EID (Enrolment Id ) , you have to submit any other proofs along with EID (other than Aadhar card) for Identity , Address & Date Of Birth Proofs compulsory . (Ex: Voter card, Driving Licence, Passport, Govt. Employee ID etc..)

Category	Capacity Of Verifier
Individual (Male)	Himself
Individual (Female)	Herself
Individual (Minor)	Representative Assessee
Hindu Undivided Family	Kartha
Firm / LLP	Partner
Trust	Trustee
Company	Authorized Signatory / Director
Association Of Persons	Authorized Signatory
Government	Authorized Signatory
Local Authority	Authorized Signatory
Body Of Individuals	Authorized Signatory
Artificial Juridical Person	Authorized Signatory

## **Dispatch Of Physical Documents**

- Pls send all physical documents (Pan, Tan, Tds, 24G, Sft) to Head office (Visakhapatnam) only .
- Physical documents should pack properly & send to head office safely.
- Physical documents should be sealed in tamper-proof envelopes, marked as **Restricted Confidential** and dispatched through reputed dispatch agencies.
- The documents should contain Acknowledgement receipt with relative proofs compulsory
- If you send documents without Acknowledgement receipt ,we will consider that document is not received at Head Office (Visakhapatnam) .

## **Dispatch Address :**

Mr.KVS Ramakrisna (Dy. General Manager , e-Governance)  
Steel city Securities Limited # 49-52-5/4 ,  
Shantipuram , Visakhapatnam -530016 (Andhra Pradesh)  
Call : 9848192732 , 0891-6770222 .

➤ Pancard soft copy (e-PAN) can download through : [www.tin-nsdl.com](http://www.tin-nsdl.com)

**New** Download e-PAN Card (For PAN allotted in last one month)

**New** Download e-PAN Card (For PAN allotted before one month)

➤ **Penalty Points Observed in New PAN Application**

<b>Quality check errors ( Non - Core )</b>	
<b>Error Field</b>	<b>Penalty (Rs)</b>
<b>Photo &amp; Sign</b> ( Not Clear Photo , Not Signed across the Photo )	<b>1000</b>
<b>DOB</b>	<b>500</b>
<b>Father's Name</b>	<b>500</b>
<b>Gender</b>	<b>500</b>
<b>Name on card</b>	<b>500</b>
<b>Name on letter</b>	<b>500</b>
<b>Address</b>	<b>500</b>

**Modifications may update .If you want updated data , you can check in TOM (TIN Operation Module)**

<b>Quality check errors ( Non - Core )</b>	
<b>Type of error</b>	<b>Penalty (Rs)</b>
<b>Verification details incorrect digitized.</b>	<b>100</b>
<b>Source of Income incorrect digitized</b>	<b>100</b>
<b>Email ID / Contact number not/incorrect digitized</b>	<b>100</b>
<b>Verifier name incorrect digitized (for non-individual category)</b>	<b>100</b>
<b>Registration no. mentioned but not /incorrect digitized</b>	<b>100</b>
<b>DOB / DOI incorrect digitized</b>	<b>100</b>
<b>Communication address flag not / incorrect digitized</b>	<b>100</b>
<b>Incorrect Status digitized</b>	<b>100</b>
<b>PIN / ZIP CODE not/incorrect digitized</b>	<b>100</b>
<b>AO code incorrect digitized</b>	<b>100</b>
<b>Document code incorrectly digitized</b>	<b>100</b>
<b>Name/Name to be printed on card /Father name is incorrect digitized</b>	<b>100</b>
<b>PAN Proof details not/incorrect digitized</b>	<b>100</b>
<b>Verifier name not mentioned/incorrect mentioned</b>	<b>100</b>
<b>RA's details not/incorrect digitized</b>	<b>100</b>

**Modifications may update .If you want updated data , you can check in TOM (TIN Operation Module)**

**Below initials are accepted in Aadhar card but additional proof is required compulsory**

AB	BE	EE	HA	KA	MA	OD	RA	UG	YE
AH	BI	EK	HE	KC	MC	OE	RU	UL	YH
AI	BO	EM	HO	KE	MD	OH	SA	UN	YI
AJ	BP	EP	HU	KH	MG	OI	SE	UR	YJ
AK	CH	ER	IB	KI	MH	OJ	SI	UZ	YO
AL	CO	ES	ID	KJ	MI	OK	SK	VK	YU
AM	CY	EX	IK	KM	MO	OM	SM	WO	ZA
AN	DA	FA	IL	KO	MU	ON	SO	WU	ZI
AO	DE	FE	IM	KS	NA	OZ	SR	XI	ZU
AR	DI	FK	IN	KU	NG	PI	SU	XU	
AS	DN	FU	JE	LA	NI	PO	TA		
AU	DO	GH	JI	LE	NO	PT	TE		
AW	DU	GI	JO	LI		PU	TI		
		GO	JR	LO		QI	TO		
		GU	JU	LU		QU	TU		

If Applicant has initials with name on Aadhaar card, have to submit additional proof for expanded name.

(Like Voter ID, Driving Licence, Passport and Annexure – A with gazzetted officer attestation with Employee ID Card)

Name has to expand in Login Manager like below :

NAME ON AADHAR CARD	LAST NAME / SURNAME	FIRST NAME	MIDDLE NAME	NAME ON PAN CARD
<b>M BALAJI</b>	<b>BALAJI</b>	<b>MUNUSAMY</b>		<b>MUNUSAMY BALAJI OR BALAJI M OR M BALAJI</b>
<b>CHANDRAN V</b>	<b>CHANDRAN</b>	<b>VADIVEL</b>		<b>VADEVEL CHANDRAN OR V CHANDRAN OR CHANDRA V</b>
<b>ALAM MD</b>	<b>MD</b>	<b>ALAM</b>		<b>MD ALAM OR ALAM MD</b>
<b>MD AZAD</b>	<b>AZAD</b>	<b>MD</b>		<b>MD AZAD OR AZAD MD</b>
<b>R G VIKRAM</b>	<b>VIKRAM</b>	<b>RAMPURA</b>	<b>GOVINDA</b>	<b>RAMPURA GOVINDA VIKRAM OR VIKRAM R G OR R G VIKRAM</b>
<b>SURESHA K S</b>	<b>SURESHA</b>	<b>KANAKAPURA</b>	<b>SAMBA</b>	<b>KANAKAPURA SAMBA SURESHA OR K S SURESH OR SURESH K S</b>
<b>PONUGUPATI V S S S CHINMAYI</b>	<b>PONUGUPATI</b>	<b>VSSS</b>	<b>CHINMAYI</b>	<b>PONUGUPATI VSSS CHINMAYI</b>