

**Covering letter for Subscriber Registration Application Forms
(To be submitted by POP-SP in duplicate on official stationery)**

To NSDL CRA,

From:

Date:

POP-SP Registration Number:

POP-SP Name:

Contact No.:

Enclosed please find _____ (*in words*) number of Subscriber registration application forms (list attached), for the purpose of allotment of Permanent Retirement Account Number (PRAN).

I the authorized signatory, do hereby declare that what is stated above is correct and complete.

Yours faithfully,

**Signature/Name of authorized signatory
Stamp of POP-SP**

**Acceptance Date and Stamp of CRA-FC
branch**

Instructions:

1. This covering letter is to be provided by the POP-SP along with the subscriber registration forms.
 2. The total number of forms per covering letter should not exceed 50. If the total subscriber registration forms exceed 50, kindly provide different covering letters.
 3. Please quote the correct POP-SP Reg. No. allotted by CRA. The forms are liable to be rejected if incorrect POP-SP Reg. No. is mentioned.
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