# Only 'Individuals' to affix recent photograph (3.5 cm × 2.5 cm)

### 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]

Under section 139A of the Income Tax act, 1961

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

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Only 'Individuals' to affix recent photograph (3.5 cm × 2.5 cm)

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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, LLPs, etc.)
12 In case of a citizen of India, then
Please mention your AADHAAR number (if allotted)
13 Source of Income  Please select status,  as applicable
Salary Capital Gains
Income from Business / Profession Business/Profession code [For Code: Refer instructions] Income from Other sources
Income from House property  No income
14 Representative Assessee (RA)
Full name, address of the Representative Assessee, who is assessible 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, 🗸 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) and Proof of Address (POA)
I/We have enclosed as proof of identity and as proof of address.
as proof of address.
[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 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
D D M M Y Y Y Y  Signature / Left Thumb Impression of Applicant (inside
Date the box)

#### **INSTRUCTIONS FOR FILLING FORM 49A**

- (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 <u>within the box</u> 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 Magistrate or a Notary Public or a Gazetted Officer 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 <a href="www.utiitsl.com">www.utiitsl.com</a> or <a href="www.utiitsl.com">www.utiits

(h) Guidelines for filling the Form 49A

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10	Applicant	status.	and all categories of applicant	is. III cast	e of Elithica clability farthership, the FAN will be anotted in Film
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13	Source of				mes, as mentioned in the form. In case, the income from
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		Code	Business/ Profession	Code	Business/ Profession
		01 02	Business/ Profession  Medical Profession and Business  Engineering	11 12	Business/ Profession Films, TV and such other entertainment Information Technology Builders and Developers
		01 02 03	Business/ Profession  Medical Profession and Business Engineering Architecture	11 12 13	Business/ Profession Films, TV and such other entertainment Information Technology
		01 02 03 04	Business/ Profession  Medical Profession and Business  Engineering  Architecture  Chartered Accountant/Accountancy	11 12 13 14	Business/ Profession Films, TV and such other entertainment Information Technology Builders and Developers Members of Stock Exchange, Share Brokers and Sub-Brokers Performing Arts and Yatra Operation of Ships, Hovercraft, Aircrafts or Helicopters
		01 02 03 04 05	Business/ Profession  Medical Profession and Business Engineering Architecture Chartered Accountant/Accountancy Interior Decoration	11 12 13 14 15	Business/ Profession Films, TV and such other entertainment Information Technology Builders and Developers Members of Stock Exchange, Share Brokers and Sub-Brokers Performing Arts and Yatra
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Docun	nent acceptable as proof of identity and address as per Rule 114 o	f Income Tax Rules,	1962							
For Inc	dividuals and HUF									
Sr. No	Proof of Identity (Copy of)		Proof of address (copy of)							
1	School Leaving Certificate		Electricity Bill^							
2	Matriculation Certificate		Telephone Bill^							
3	Degree of recognised educational institution		Employer Certificate^							
4	Depository Account Statement		Depository Account Statement^							
5	Bank Account Statement / Passbook		Bank Account Statement / Passbook^							
6	Credit Card		Credit Card Statement^							
7	Water Bill		Rent Receipt^							
8	Ration Card		Ration Card							
9	Property Tax Assessment Order		Property Tax Assessment Order							
10	Passport		Passport							
11	Voter Identity Card		Voter Identity Card							
12	Driving License		Driving License							
13	Certificate of identity signed by Member of Parliament or Men Assembly or Municipal Councillor or a Gazetted Officer.	nber of Legislative	Certificate of address signed by Member of Parliament or Member of Legislative Assembly or Municipal Councillor or a Gazetted Officer.							
2.	In case of Minor, any of the above mentioned documents as pro address of any of parents/guardians of such minor shall be deem of identity and address for the minor applicant.  For HUF, an affidavit made by the Karta of Hindu Undivided Far father's name and address of all the coparceners on the date of copy of any of the above documents in the name of Karta of HUF in	ed to be the proof mily stating name, of application and	Proof of Address is required for residence address mentioned in item no. 7.      In case of an Indian citizen residing outside India, copy of Bank Account Statement in country of residence or copy of Non-resident External(NRE) bank account statements.							
Other	than Individuals and HUF									
1	Company	Copy of Certificate	rate of Registration issued by the Registrar of Companies.							
2	Partnership Firm		cate of Registration issued by the Registrar of Firms or Copy of partnership deed.							
3	Limited Liability Partnership		icate of Registration issued by the Registrar of LLPs							
4	Trust		deed or copy of certificate of registration number issued by Charity Commissioner.							
5	Association of Person, Body of Individuals, Local Authority, or Artificial Juridical Person	registrar of coope	ment or copy of certificate of registration number issued by charity commissioner or operative society or any other competent authority or any other document originating all or State Government Department establishing identity and address of such person.							

16	Signature impression	/	Thumb	Application must be signed by (i) the applicant; or (ii) Karta in case of HUF; or (iii) Director of a Company; or (iv) Authorised Signaturee 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 49A) from any IT PAN Service Centres(managed by UTIITSL) or TIN-Facilitation Centres(TIN-FCs)/PAN Centres (managed by NSDL), or any other stationery vendor providing such forms or download from the Income Tax Department website(<a href="https://www.incometaxindia.gov.in">www.incometaxindia.gov.in</a>)/UTIITSL website(<a href="https://www.utiitsl.com">www.utiitsl.com</a>)/NSDL website (<a href="https://www.utin-nsdl.com">www.utin-nsdl.com</a>).
- (b) The fee for processing PAN application is ₹ 85/- (plus service tax, as applicable). In case, the PAN card is to be dispatched outside India then additional dispatch charge of ₹ 866 will have to be paid by applicant.
- (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 49A.
- (d) Applicant will receive an acknowledgment containing a unique number on acceptance of this form. This **acknowledgment number** can be used for tracking the status of the application.

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

Mode	Income-tax Department	NSDL
Website	www.incometaxindia.gov.in	www.tin-nsdl.com
Call Center	0124-2438000	020-27218080
Email ID		tininfo@nsdl.co.in
SMS		SMS NSDLPAN <space> Acknowledgement No. &amp; send to 57575 to obtain application status.  For example → Type 'NSDLPAN 8810101010100' and send to 57575</space>
Address		INCOME TAX PAN SERVICES UNIT (Managed by National Securities Depository Limited), 3rd Floor, Sapphire Chambers, Near Baner Telephone Exchange, Baner, Pune - 411 045.