Annexure S6

Covering Letter with Subscriber Registration Application Form
(To be submitted by PAO in duplicate on official stationery)

To NSDL CRA,

From: **Date:**

PAO Registration Number:
PAO Department/Ministry:
PAO Contact No.:

Enclosed please find DDO wise Subscriber Registration Forms along with the covering letter from the respective DDOs for the purpose of allotment of Permanent Retirement Account Number (PRAN). The Details of the DDO are as listed below:

Sr. No.	DDO Registration Number	DDO Office	Number of Packets	Total Number of Forms (in words)
	Total number of forms attached			

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

Yours faithfully,

_____ **_____**

Signature/Name of Authorised Signatory **Acceptance Date and Stamp of FC branch:**
Stamp of PAO

Instructions:

1. This covering letter is to be provided by the PAO along with the subscriber registration forms.
2. The total number of forms per DDO covering letter in a single packet should not exceed 50.
3. The subscriber application forms should be arranged DDO wise along with the respective DDO covering letter in the same order as mentioned above.
4. The Provisional Receipt Number will be issued DDO wise.
5. Please quote the correct PAO Reg. No. allotted by CRA.. The forms are liable to be rejected if incorrect PAO Reg. No. is mentioned.