

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

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

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

Sign/ leftThumb impression across
this photo

Assessing officer (AO code)

Area code			AO type			Range code			AO No.		

Sir,

I/We hereby request that a permanent account number be allotted to me/us.

I/We give below necessary particulars:

Signature/Left Thumb Impression

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

Please select title, as applicable Shri Smt. Kumari M/s

Last Name / Surname

 First Name

 Middle Name

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

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 *(Please tick as applicable)*

5 Date of Birth/Incorporation/Agreement/Partnership or Trust Deed/ Formation of Body of individuals or association of Persons

Day

 Month

 Year

6 Father's Name (Only 'Individual' applicants: Even married women should fill in father's name only)

Last Name / Surname

 First Name

 Middle Name

7 Address

Residence 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 / Zip code

 Country Name

Office Address

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

 Pincode / Zip code

 Country Name

8 Address for Communication Residence Office *(Please tick as applicable)*

9 Telephone Number & Email ID details

Country code	Area/STD Code	Telephone / Mobile number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Email ID

10 Status of applicant

Please select status, as applicable

<input type="checkbox"/> Individual	<input type="checkbox"/> Hindu undivided family	<input type="checkbox"/> Company	<input type="checkbox"/> Partnership Firm	<input type="checkbox"/> Government
<input type="checkbox"/> Trusts	<input type="checkbox"/> Body of Individuals	<input type="checkbox"/> Local Authority	<input type="checkbox"/> Artificial Juridical Persons	<input type="checkbox"/> Association of Persons
				<input type="checkbox"/> Limited Liability Partnership

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

<input type="text"/>

12 Please mention your AADHAAR number (if allotted)

<input type="text"/>

13 Source of Income

Please select, as applicable

<input type="checkbox"/> Salary	<input type="checkbox"/> Capital Gains
<input type="checkbox"/> Income from Business / Profession	<input type="checkbox"/> Income from Other sources
<input type="checkbox"/> Income from House property	<input type="checkbox"/> No income

Business/Profession code [For Code: Refer instructions]

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	<input type="text"/>
First Name	<input type="text"/>
Middle Name	<input type="text"/>

Address

Flat/Room/ Door / Block No.	<input type="text"/>
Name of Premises/ Building/ Village	<input type="text"/>
Road/Street/ Lane/Post Office	<input type="text"/>
Area / Locality / Taluka/ Sub- Division	<input type="text"/>
Town / City / District	<input type="text"/>
State / Union Territory	<input type="text"/>
Pincode	<input type="text"/>

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 and as proof of date of birth

[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]
[Annexure A, Annexure B & Annexure C are to be used wherever 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

Date

D	D	M	M	Y	Y	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

<input type="text"/>
Signature / Left Thumb Impression of Applicant (inside 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/impresion is on photo as well as on form.
- (e) Signature /Left hand thumb impression should be **within the box** 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 www.utiitsl.com or www.tin-nsdl.com.
- (h) **At the time of applying for PAN, the applicant has to submit self-attested copies of Proof of Identity (POI), Proof of Address (POA) and Date of Birth (DOB) documents and produce original POI/POA/DOB documents for verification. The copies of Proof of Identity (POI), Proof of Address (POA) and Date of Birth (DOB) documents attached with PAN application form, will be verified vis a vis their original documents at the time of receipt of PAN application at PAN Facilitation Centre. Original documents will not be retained by the PAN Facilitation Centres and will be returned back to the applicant immediately after verification.**

(i) Guidelines for filling the Form 49A:

Item No.	Item Details	Guidelines for filling the form																																																																																																																								
1	Full Name	Please select appropriate title. Do not use abbreviations in the First and the Last name/Surname. For example RAVIKANT should be written as : <table border="1" data-bbox="456 1499 1515 1654"> <tr> <td>Last Name/Surname</td> <td>R</td><td>A</td><td>V</td><td>I</td><td>K</td><td>A</td><td>N</td><td>T</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>First Name</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Middle Name</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> For example SURESH SARDA should be written as : <table border="1" data-bbox="456 1717 1515 1871"> <tr> <td>Last Name/Surname</td> <td>S</td><td>A</td><td>R</td><td>D</td><td>A</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>First Name</td> <td>S</td><td>U</td><td>R</td><td>E</td><td>S</td><td>H</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Middle Name</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	Last Name/Surname	R	A	V	I	K	A	N	T												First Name																				Middle Name																				Last Name/Surname	S	A	R	D	A															First Name	S	U	R	E	S	H														Middle Name																			
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For example **POONAM RAVI NARAYAN** should be written as:

Last Name/Surname	N	A	R	A	Y	A	N																																	
First Name	P	O	O	N	A	M																																		
Middle Name	R	A	V	I																																				

For example **SATYAM VENKAT M. K. RAO** should be written as :

Last Name/Surname	R	A	O																																					
First Name	S	A	T	Y	A	M																																		
Middle Name	V	E	N	K	A	T		M	K																															

For example **M. S. KANDASWAMY(MADURAI SOMASUNDRAM KANDASWAMY)** should be written as :

Last Name/Surname	K	A	N	D	A	S	W	A	M	Y																															
First Name	M	A	D	U	R	A	I																																		
Middle Name	S	O	M	A	S	U	N	D	R	A	M																														

Applicants other than 'Individuals' may ignore above instructions.

Non-Individuals should write their full name starting from the first block of Last Name/Surname. If the name is longer than the space provided for the last name, it can be continued in the space provided for First and Middle Name.

For example **XYZ DATA CORPORATION (INDIA) PRIVATE LIMITED** should be written as :

Last Name/Surname	X	Y	Z		D	A	T	A		C	O	R	P	O	R	A	T	I	O	N		(I	N	D
First Name	I	A)		P	R	I	V	A	T	E		L	I	M	I	T	E	D						
Middle Name																									

For example **MANOJ MAFATLAL DAVE (HUF)** should be written as :

Last Name/Surname	M	A	N	O	J		M	A	F	A	T	L	A	L		D	A	V	E		(H	U	F)
First Name																									
Middle Name																									

In case of Company, the name should be provided without any abbreviations. For example, different variations of 'Private Limited' viz. Pvt Ltd, Private Ltd, Pvt Limited, P Ltd, P. Ltd., P. Ltd are not allowed. It should be 'Private Limited' only.

In case of sole proprietorship concern, the proprietor should apply for PAN in his/her own name.

Name should not be prefixed with any title such as Shri, Smt, Kumari, Dr., Major, M/s etc.

2	Abbreviation of	Individual applicants should provide full/abbreviated name to be printed on the PAN card.
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