



INDIGEM CHANNEL PARTNERS PVT. LTD.

CIN: U74999HR2022PTC105548



To,

The Manager

IGCPL, INDIGEM CHANNEL PARTNERS;

Madam/Sir,

**Subject :-** Request for onboarding M/s. **Rajat Upadhyay** for the Period **19-01-2023 to 19-01-2024**

**Please Find Enclosed Following Documents :**

1. Documents as per check list
2. Channel partner Authorization Letter
3. Proof of payment of onboarding fee/Draft number/Cheque Number/Order Number

**23500000012336271OB**

of an amount of **Rs. 5898.82 ₹** dated towards payment of onboarding fee.

**It is requested to grant approval for the same and generate the following :**

1. IGCPL Client code
2. User ID and Password for Seller Module

Name and Sign of Agent with Code

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**1. Matter discussed with Manager and approved/rejected**

**a. Approved cases**

- i. IGCPL client code is - **235000000123**
- ii. User ID is - **pratiksha.g@techsumsolution.com**
- iii. Password - **Rj5QozHE**

**b. Rejected cases**

**i. Documents Required**

1. Permanent Account Number (PAN)
2. Tax Deduction Account Number (TAN)
3. GSTIN
4. GeM Registration Document
5. MOU

**ii. Date of Intimation to Laabh Agent**

Name and Sign of Laabh Executive with Code

Name and Sign of Manager