FAQs > Amendment of Enrolment Application Post Appointed Date

1. Can amendments be made after the Enrolment Application is submitted?

No. Details submitted in the Enrolment Application can be amended only AFTER the Enrolment application status is in approved status. After approval, the application for amendment can be filed by the taxpayer. Click the link below to know more about it.

Amendment of Core and Non-Core fields

2. Can the mobile number and e-mail address given at the time of enrolment be changed after enrolment?

Yes, the mobile phone number and e-mail address of the primary authorized signatory can be changed by filing the Noncore field amendment.

After this change, all communications will be sent to the updated mobile phone number and e-mail address of the primary authorized signatory.

3. I have only one authorized signatory. Can I change details of the authorized signatory?

Yes, you can change the details of the authorized signatory. You can file an application for Non-core field amendment for addition or deletion of an authorized signatory.

If partner or promoter is the (only) authorized signatory (also), then a new person can be made primary authorized signatory via filing the application for Non-Core field amendment. In such cases,

1. Add a new authorized signatory via non-core amendment.

2. Make the newly added authorized signatory as Primary authorized signatory via non-core amendment and uncheck partner/ promoter as authorized signatory.