

Registration of Digital Certificate

1. Login into our company admin website : <http://www.corpfiling.co.in/companyadmin>

CorpFiling | Corporate Filing & Dissemination System

CorpFiling - Company Admin

Login

Login ID

Password

Company Code

[Get Code >>](#)

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2. Click on the Register Digital Certificate on the left panel & Submit your .cer file.
3. Digital Signature is registered either under Checker or Super user id.

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Welcome Mrs.Gurpreet Kaur - DEMO COMPANY

Welcome to CorpFiling Admin

This Application will allow you to manage all users in your company. You can create users, delete users, change the role and even their role. In case you need help you can access it from the left navigation bar.

There are essentially two different kind of users in the system.

a. Maker - This user is the maker of reports. There are different kind of filings that you would be able to do through this user. You would need to assign a person who would be able to do the filings. There could be multiple users assigned to this role.

b. The Checker - This user verifies all the reports that are made by the "Maker". There can be more than one checker in the system. As an admin you would also be a checker.

Depending on the activity please choose any task that you need to do.

As a precaution we would advise you to deactivate all users in the system as and when they leave the organisation as they no longer have the filing responsibility.

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De-Activate User
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www.corpfiling.co.in/companyadmin/registerDC/updateAdminRegisterDC.aspx

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