

**Government of India**  
**Ministry of Electronics and Information Technology,**  
**NATIONAL INFORMATICS CENTRE**

**Application Form for POP3/IMAP Services:**

(Please tick(✓) the required services. The completed application form, duly signed by the concerned Project Coordinator /HOD of the concerned NIC Cell, should be **submitted to Support Center at "iNOC, A4B2 Bay, A-Block C.G.O. Complex"**). Please use CAPITAL LETTER.

**1) Name\*:**

\_\_\_\_\_

(Dr./Mr./Ms.      First name      Middle Name      Surname)

**2) Email\_id\* \_\_\_\_\_**

**3) Please check the Protocol to be enabled\* :-**

POP3

IMAP

**Note:**

**POP3 Protocol:-** If user wants to access their Email from only one single device and need constant access to their email, regardless of internet availability.

**IMAP Protocol:-** If user wants to access their Email for multiple different devices, and want to receive quick overview of new email. Using IMAP user will require a reliable and constant internet connection.

- We request the end user to use IMAP instead of POP3 as it is the most efficient and safe protocol used for the Email accounts.
- Official mail if downloaded through outlook express to PCs/Laptops and mobile phones, it may get accessed by unauthorized persons due to sharing or loss/theft of these gadgets, also when hardware or hard disk is replaced for maintenance. Without the knowledge of authorized person it may continue to get accessed by others, Users / Account holders should be aware of such implications.
- In case of bulk email accounts please provide the list of email accounts in excel sheet

| S No. | Email Address | Protocol to be enabled |
|-------|---------------|------------------------|
|-------|---------------|------------------------|

\* Contact our 24x7 support if you have any problems. Phone 1800-111-555 or you can send mail to support@gov.in

\* Entries are mandatory and need to be filled.

**Signature of Competent  
Authority of the Department  
with date and seal**

**Signature of the Applicant  
with date and seal**

**Signature of NIC Coordinator/HOD  
with date and seal**