- **Documents required for Provisional Permission of Plots Situated in Government Industrial Estates.**

  A) Seller/Lessee

  1) Request letter with reason to sale/transfer.
  2) Original 7x12 extract.
  3) No Due Certificate from Mamlatdar/Patel Talati regarding land revenue.
  4) No Due Certificate from Electricity department/last light bill paid copy.
  5) No Due Certificate from Banks/financial institution regarding land revenue.
  6) Panchayat Tax Receipt / No Due Certificate from Group Gram Panchyat.
  7) Challan of lease rent from Lessee.
  8) Occupancy certificate, if there is factory building.
  9) No Due Certificate from PCC, VAT, CIF&BB, Central Excise.
  10) Valid Authorization to sign on behalf of lessee.

  B) Buyer/Seller

  1) Request letter with details of manufacturing items.
  2) Details of Project Report.
  4) Valid Authorization to sign on behalf of Buyer/ Purchaser.

- **Final Transfer Permission of Plots situated in Government Industrial Estates.**

  1) 50% Unearned Premium Challan paid receipt.
  2) Deed of Assignment Registered with Sub-Registrar, Silvassa.
  3) Original Valuation Report from Govt.Approved Va.
  4) Valid Authorization to sign on behalf of Buyer/ Purchaser

- **Documents required for Subletting Permission of building of Plots situated in Government Industrial Estates.**

  A) Lessee

  1) Request letter with reason to sale/transfer.
  2) Original 7X12 extract.
  3) No Due Certificate from Mamlatdar/Patel Talati regarding land revenue.
  4) No Due Certificate from Electricity department/last light bill paid copy.
  5) No Due Certificate from Banks/financial institution regarding land revenue.
  6) Panchayat Tax Receipt / No Due Certificate from Group Gram Panchyat.
  7) Challan of lease rent from Lessee.
  8) Occupancy certificate, if there is factory building.
  9) No Due Certificate from PCC, VAT, CIF&BB, Central Excise.
  10) Valid Authorization to sign on behalf of lessee.

  B) Sub-Lessee

  1) Request letter with details of manufacturing items.
  2) Details of Project Report.
  4) Valid Authorization to sign on behalf of lessee.

- **NOC for Mortgage of Government Industrial Estate lease hold plots.**

  1) Reason for obtaining loan from Bank .
  2) Request letter from Bank.
  3) Valid Authorization to sign on behalf of lessee.
• **Documents required for Issue of Certificate under Electrical Appliances Act.**

1) An application on letter head.
2) Authority letter of applicant.
3) DIC/SIA certificate of Permanent Registration/EM Part-II/ IEM-Part-B
4) Technical Report from Electricity Department for Reconfirmation.
5) MSME Certificate of Lab testing.
6) MSME Lab-test Report.
7) BIS/ISO certificate.
8) Valid Authorization to sign on behalf of lessee.

• **Documents required for Capacity Assessment of Unit.**

1) Application in prescribed form along with DD.
2) DIC certificate Permanent Registration/EM Part-II/ IEM-Part-B
3) PCC consent to operate Unit.
4) Justification for raw material and production capacity.
5) Details of Raw material in table form.
6) Details of Equipment installed in table form.
7) Details of Plant & Machinery installed in table form.
8) Manufacturing process and flow chart of the manufacturing process.
9) Purchase invoices of Equipment and Plant & Machinery.
10) Valid Authorization to sign on behalf of lessee.

• **Documents required for Issue of Lubricant License (through committee)**

1) Application in prescribed form.
2) Rs. 25 challan.
3) Project Report.
4) List of Laboratory Equipments/ Bills.
5) Ownership of not Registered as PMT SSI Unit.
6) Memorandum & Article of Association/ Partnership Deed if not registered as PMT SSI Unit.
7) Dealer letter from Company i.e. IPCL etc.
8) PCC consent.
9) Storage capacity.
10) Valid Authorization to sign on behalf of lessee.

• **Documents required for Recommendation of loan application under Prime Minister's Employment Generation Programme Scheme (through committee)**

1) Affidavit on Rs.100/- Stamp Paper (Duly attested by the Notary Public).
2) Standard application Form 2 copies.
3) Two Passport size photograph (Self attested).
4) Proof of residence viz. copy of Ration card/Election card etc.
5) Qualification certificate/Experience certificate.
6) Proof of land/building where proposed unit is be set up.
   a) If Land/Building is in the name of applicant then Xerox copy of Deed/Registry should be submitted.
   b) If Land/Building is not in the name of applicant, then Lease Deed for minimum 10 years should be submitted.
   c) If Land/Building is hired on rent/lease, then copy of the rent agreement/lease minimum for 10 years should be attached along with photocopy of owner’s Deed/Registry.
7) Map of the proposed/existing building, lay out plan along with location identification.
8) Consent letter from concerned Bank.
9) In case of registered Society / Trust / Co-operative / Registration certificate and By-laws of society and resolution passed for availing benefits under PMEGP.
10) Quotation of Machinery and raw material required for the proposed project. Project report (fulfill the norms PMEGP).