

**PART-A :COMMON APPLICATION FORM  
FOR INVESTMENT PROMOTION SCHEME-2015 FOR MSME**

**1. GENERAL INFORMATION**

1.	Name of the Enterprise																																																	
2.	Office Address with Pin Code No.																																																	
	Factory Address with Pin Code No.																																																	
	Contact Nos.	Office : Factory : Fax : Cell Phone : E-mail ID :																																																
3.	Constitution of the Enterprise	Proprietorship/Partnership/Company/Society/Others																																																
4.	Name, Designation & Contact Details of the Promoter																																																	
4.	Social Status of the Entrepreneur	Women <input type="checkbox"/> SC/ST <input type="checkbox"/> Physically Disabled <input type="checkbox"/> Transgender <input type="checkbox"/> Others <input type="checkbox"/> <i>(Please attached the proof from competent authority)</i>																																																
5.	If Women / SC, ST / Physically Disabled / Transgender, please indicate % share of the Proprietor / partner(s)/Director(s) in the equity.	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 5%;">Sr. No.</th> <th style="width: 25%;">Name</th> <th style="width: 5%;">Sex</th> <th style="width: 10%;">Comm-unity</th> <th style="width: 5%;">P.H.</th> <th style="width: 5%;">Share</th> <th style="width: 5%;">Value</th> <th style="width: 5%;">%</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <i>(Please attached extra sheet if required)</i>	Sr. No.	Name	Sex	Comm-unity	P.H.	Share	Value	%																																								
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6.	Name, Designation & Contact Details of the Authorized Person																																																	
7.	Type of the Unit	Micro / Small / Medium																																																

8.	Category of the Enterprise	New / Expansion
9-	<b>E.M. No. &amp; Date</b> Acknowledgement No. of EM Part-I & II	Part-I : E.M. No.: Date: Part-II : E.M. No.: Date:
	Manufacturing Item	
	Annual Production Capacity	
10.	PCC approval for NOC / Consent	Approval/Consent No.  Date:        /        /20  Valid upto date        /        /20
11.	Details of Factory License / Establishment Registration	Registration No.  Date:        /        /20  Valid upto date        /        /20
12.	Date of Commencement of commercial        Production (DD/MM/YYYY)	
13.	Annual Turnover (Actual / Estimated)	2015 : 2016 : 2017 : 2018 : 2019 :
14.	Whether any financial assistance granted by Govt. of India / Others ? (YES/NO) (If Yes, please attach details thereof in separate sheet)	
15.	Whether any Government dues are outstanding OR Court case against Govt. ? (YES/NO) (If Yes, please attach details thereof in separate sheet)	
16.	<b>Bank Details for Assistance</b>	
	Name of Bank	
	Bank Account No.	
	IFSC Code No.	
	Branch Code No.	
	PAN Card No. of the Unit	

## 2. NAME OF THE SCHEME : CAPITAL INVESTMENT / INTEREST SUBSIDY

1.	Name of the Enterprise							
2.	Category of the Enterprise	New / Expansion / Diversification / Modernization						
3.	<b>For New Project</b> Investment made in Plant & Machinery ( ` ) (As per Annexure-I)							
4	<b>For Unit going under Expansion/Diversification/ Modernization</b> ( ` in Lakhs)							
	Investment already made in Plant & Machinery in Existing Unit							
	New Investment in Plant & Machinery ( ` ) (As per Annexure-I)							
	Increase in Investment (%)							
5.	<b>Means of Finance*</b> ( ` in Lakhs)							
	Promoters Contribution							
	Term Loan							
	Unsecured Loan							
	Internal Accruals / Others							
	Total							
6.	<b>Details of Financial Institution *</b>							
	Sr. No.	Financial Institution			Loan			
		Name & Address	IFSC Code No.	Branch Code No.	Type of Loan	Sanction Amount ( ` )	Date	Rate of Interest %
	1.							
	2.							
	3.							
	4.							
5.								
(Use separate sheet for if required)								

\* Any Financial transection / expenditure statements submitted by the applicant must be signed by the authorized signatory with company seal and stamp and certified by the company's statutory auditor/chartered accountant.

7.	Date of First Disbursement of Term Loan													
8.	Term Loan Account No.													
9.	Total Amount Claim for Assistance													
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2.	Interest Subsidy @ 5% per annum (max. 30 Lakhs per annum)													
TOTAL														
10.	I/We opt for date of eligibility of Interest subsidy from the Date of commencement of commercial Production [    ] Dt. _____ DD/MM/YYYY <b>OR</b> Date of first disbursement of Loan [    ] Dt. _____ DD/MM/YYYY													

### 3. NAME OF THE SCHEME : ASSISTANCE FOR QUALITY CERTIFICATION

1.	<b>For Enterprise Resource Planning ERP System</b>	
	Name & Address of ERP System supplier	
	Features of the ERP System <i>(Use separate sheet if required)</i>	
2.	<b>For ISO Certification</b>	
	Name and Address of Certifying Agency <i>(Certification Bodies must be accredited to NABCB as available at <a href="http://www.qcin.org">www.qcin.org</a>)</i>	
	Certificate No. & Date	
	Details of Product of which the certificate has been issued	

3.	<b>For ISI/WHO/GMP/Hallmark Certification and other National/International certification</b>																				
	Name and Address of Certificate Agency																				
	Certificate No. & Date																				
	Details of Product of which the certificate has been issued																				
4.	Total Expenditure on Quality Certification * ( ` ) (As per Annexure-II)																				
5.	Total Amount Claim for Assistance ( ` )	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Type of Claim</th> <th>Cost ( ` )</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>50% of Capital Cost for installing ERP System (maximum ` 50,000)</td> <td></td> </tr> <tr> <td>2.</td> <td>50% of all charges including Consultancy Fees (maximum ` 50,000)</td> <td></td> </tr> <tr> <td>3.</td> <td>50% of all charges for obtaining each certification (maximum ` 5 Lakhs)</td> <td></td> </tr> <tr> <td>4.</td> <td>50 % of cost of testing equipments required for certification (maximum ` 5 Lakhs)</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td></td> </tr> </tbody> </table>		Sr. No.	Type of Claim	Cost ( ` )	1.	50% of Capital Cost for installing ERP System (maximum ` 50,000)		2.	50% of all charges including Consultancy Fees (maximum ` 50,000)		3.	50% of all charges for obtaining each certification (maximum ` 5 Lakhs)		4.	50 % of cost of testing equipments required for certification (maximum ` 5 Lakhs)		Total		
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Total																					

\* Any Financial transection / expenditure statements submitted by the applicant must be signed by the authorized signatory with company seal and stamp and certified by the company's statutory auditor/chartered accountant.

#### 4. NAME OF THE SCHEME : ASSISTANCE FOR PATENT REGISTRATION

1.	Patent Registration No.	
2.	Date of Registration	
3.	Name and address of Office from where Patent registration was obtained	
4.	Name of Product / Activity for which Patent registration is obtained	
5.	Total Expenditure made on Patent registration with details * (₹) <i>(As per Annexure-II)</i>	
6.	Total Amount Claim for Assistance (₹) <i>(50% subsidy claimed on Patent registration)</i>	

\* Any Financial transection / expenditure statements submitted by the applicant must be signed by the authorized signatory with company seal and stamp and certified by the company's statutory auditor/chartered accountant.

**5. NAME OF THE SCHEME : ASSISTANCE FOR SAVING IN CONSUMPTION OF ENERGY AND WATER**

1.	Name and address of auditing Institution / consultant for Energy / Water																						
2.	Brief of suggestions / recommendation of the Audit study <i>(Please submit copy of Audit report/relevant part of Audit report)</i>																						
3.	Result / Benefits after implementation of energy / water saving equipments <i>i.e. decrease in conservation of water / electricity in Nos. / Units / Liters/etc.</i>																						
4.	Name of equipments used for Energy/Water conservation and cost for each equipment	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Name of Equipments</th> <th>Cost (₹)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> </tr> <tr> <td>5.</td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td></td> </tr> </tbody> </table> <p><i>(Use separate sheet if required)</i></p>	Sr. No.	Name of Equipments	Cost (₹)	1.			2.			3.			4.			5.			Total		
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4.																							
5.																							
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Total																							

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## 6. NAME OF THE SCHEME : INCENTIVES FOR LOCAL EMPLOYMENT

1.	Total Number of Local Employment Newly recruited	
2.	Total Expenditure made on Local Employment(`) <i>(As per Annexure-III)</i>	
3.	Total Amount Claim for Assistance (`) <i>(3 Lakhs per 20 local people. Maximum 15 Lakhs)</i>	

### DECLARATION

I/We hereby declare that all the information given above and the statements and other documents enclosed are to the best of my/our knowledge and belief, true and correct.

I / We hereby agree that, I / We shall forthwith repay the Capital Subsidy/ Special Capital Subsidy for Thrust sector enterprises / Employment IntensiveSubsidy / Additional Capital Subsidy for select category of entrepreneurs /Additional Capital Subsidy for promotion of Cleaner and Environment friendlytechnologies disbursed to the unit, if the amount of subsidy is found to have beendisbursed in excess of the amount actually admissible for whatever reason. FurtherI/We also shall be liable to pay interest at such rate as prescribed by the Governmentfrom time to time on such amounts and such other changes / expenses whichmay be repayable by us.

It is further certified that I / We have not hitherto applied for or have receivedany amount by way of grant / subsidy in respect of this Enterprise fromGovernment / Financial institution.

Place :

Authorized Signatory



**LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION**

1. Copy of Entrepreneur Memorandum (Part I) and (Part II).
2. Copy of Partnership Deed, If Partnership Concern; in case Limited Company copy of Memorandum and Articles of Association duly signed by the Managing Director.
3. If the Enterprise is functioning in a leased land/ building, copy of Lease agreement deed executed in stamp paper of Rs.10/- , for a minimum period of 5 years from the date of commencement of commercial production .
4. Copy of Loan Sanction letter from the Bank / Financial Institution in respect Bank / Institutional financed Enterprises.
5. Copy of Power Release Order.
6. Copy of the invoices, cash bills and stamped receipt duly attested. In case of non-availability of receipts, the bank scroll which shows the payment, with the details of the machinery supplier, should be furnished, in original, with the attestation of the Bank Manager.
7. Certificate of Chartered Accountant for fixed assets created as on date of commencement of commercial production in the prescribed form (Annexure-IV)
8. Certificate of commencement of commercial production duly signed by Chartered Accountant .
9. For self fabricated Plant and Machinery items
  - a) Chartered Engineer's Certificate for the value of the plant and machinery.
  - b) Chartered Accountant Certificate for the expenses incurred for the purchase of Plant and machinery to be furnished.
  - c) Copy of the invoices, cash bills , job work bills and stamped receipt duly attested.
10. Copy of the first sale invoice raised after commencement of Commercial Production or copy of first delivery challan, in case of enterprises manufacturing on job work basis.
11. Additional documents for to be submitted in respect of enterprises applying for Employment Intensive.
12. Social/clinical status Certificate from authorities concerned in respect of select category of entrepreneurs like SC/ST / Physically Handicapped / Transgender etc.

13. Copy of Consent to Operate from PCC, Daman
  
14. Additional documents in respect of existing enterprises taking up expansion / diversification.  
*Certificate from Chartered Accountant on the following :*
  - a) Date of commencement of commercial production after expansion / diversification
  - b) Annual production turnover for the last 3 years before the date of commencement of commercial production under expansion/ diversification.
  - c) Value of fixed assets before Expansion/diversification , on Expansion /diversification and after Expansion / diversification % increase of fixedassets due to Expansion / diversification.
  - d) Production capacity / Turnover (both in terms of units and value in Rs.) before expansion/diversification, after expansion / diversificationand % increase of production capacity / Turnover due to expansion /diversification.
  
15. Copy of Patent Registration Certificate with details of payment made receipts.
  
16. Copy of Certificate for saving in consumption of energy and water issued by the auditing agency.
  
17. Copy of Quality Certification (ie.ISO/ISI/WHO/GMP/Hallmark Certification and other National/International certification) issued by the certifying agency.
  
18. Copy of Domicile/Resident Certificate of local employees of UT's since last 10 years issued by the competent authority, if applied for incentive for local employment.

Note : All Original documents should be produced for verification and return at the time of inspection. If the originals are in the bank, the copies should be duly attested by the Branch Manager of the bank which financed the project.

**PART-B :COMMON APPLICATION FORM  
FOR INVESTMENT PROMOTION SCHEME-2015 FOR TEXTILE SECTOR**

**1. GENERAL INFORMATION**

1.	Name of the Enterprise																																																	
2.	Office Address with Pin Code No.																																																	
	Factory Address with Pin Code No.																																																	
	Contact Nos.	Office : Factory : Fax : Cell Phone : E-mail ID :																																																
3.	Constitution of the Enterprise	Proprietorship/Partnership/Company/Society/Others																																																
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7.	Type of the Unit	Micro / Small / Medium																																																

8.	Category of the Enterprise	New / Expansion
9-	<b>E.M. No. &amp; Date</b> Acknowledgement No. of EM Part-I & II	Part-I : E.M. No.: Date: Part-II : E.M. No.: Date:
	Manufacturing Item	
	Annual Production Capacity	
10.	PCC approval for NOC / Consent	Approval/Consent No.  Date:        /        /20  Valid upto date        /        /20
11.	Details of Factory License / Establishment Registration	Registration No.  Date:        /        /20  Valid upto date        /        /20
12.	Date of Commencement of commercial        Production (DD/MM/YYYY)	
13.	Annual Turnover (Actual / Estimated)	2015 : 2016 : 2017 : 2018 : 2019 :
14.	Whether any financial assistance granted by Govt. of India / Others ? (YES/NO) (If Yes, please attach details thereof in separate sheet)	
15.	Whether any Government dues are outstanding OR Court case against Govt. ? (YES/NO) (If Yes, please attach details thereof in separate sheet)	
16.	<b>Bank Details for Assistance</b>	
	Name of Bank	
	Bank Account No.	
	IFSC Code No.	
	Branch Code No.	
	PAN Card No. of the Unit	

## 2. NAME OF THE SCHEME : INTEREST SUBSIDY FOR TEXTILE SECTOR

1.	Name of the Enterprise							
2.	Category of the Enterprise	New / Expansion / Diversification / Modernization						
3.	<b>For New Project</b> Investment made in Plant & Machinery ( ` ) (As per Annexure-V)							
4	<b>For Unit going under Expansion/Diversification/ Modernization</b> ( ` in Lakhs)							
	Investment already made in Plant & Machinery in Existing Unit							
	New Investment in Plant & Machinery ( ` ) (As per Annexure-V)							
	Increase in Investment (%)							
5.	<b>Means of Finance*</b> ( ` in Lakhs)							
	Promoters Contribution							
	Term Loan							
	Deposits							
	Internal Accruals / Others							
	Total							
6.	<b>Details of Financial Institution *</b>							
	Sr. No.	Financial Institution			Loan			
		Name & Address	IFSC Code No.	Branch Code No.	Type of Loan	Sanction Amount ( ` )	Date	Rate of Interest %
1.				Term Loan				

\* Any Financial transection / expenditure statements submitted by the applicant must be signed by the authorized signatory with company seal and stamp and certified by the company's statutory auditor/chartered accountant.

7.	Date of First Disbursement of Term Loan	
8.	Term Loan Account No.	
9.	Project Report, covering	1. Project Profile 2. Details of equipments & machineries 3. Fixed Capital Investment
10.	Total Amount Claim for Assistance	Interest Subsidy @ 5% (max. 50 Lakhs) per annum ,
11.	Any Other Information	

### 3. NAME OF THE SCHEME : INTEREST SUBSIDY IN TECHNICAL TEXTILE

1.	Name of the Enterprise	
2.	Category of the Enterprise	New / Expansion / Diversification / Modernization
3.	Sector of Technical Textile (from 13 sector as in Scheme)	
4.	<b>For New Project</b> Investment made in Plant & Machinery ( ` ) (As per Annexure-V)	
5.	<b>For Unit going under Expansion/Diversification/ Modernization</b> ( ` in Lakhs)	
	Investment already made in Plant & Machinery in Existing Unit	
	New Investment in Plant & Machinery ( ` ) (As per Annexure-V)	
	Increase in Investment (%)	

6.	<b>Means of Finance *</b> ( ` in Lakhs)							
	Promoters Contribution							
	Term Loan							
	Deposits							
	Internal Accruals / Others							
	Total							
7.	<b>Details of Financial Institution *</b>							
	Sr. No.	Financial Institution			Loan			
		Name & Address	IFSC Code No.	Branch Code No.	Type of Loan	Sanction Amount ( ` )	Date	Rate of Interest %
	1.				Term Loan			
	8.	Date of First Disbursement of Term Loan						
	9.	Term Loan Account No.						
	10.	Project Report, covering		1. Project Profile 2. Details of equipments & machineries 3. Fixed Capital Investment				
	10.	Total Amount Claim for Assistance		Interest Subsidy @ 6% (max. 50 Lakhs) per annum				
11.	Any Other Information							

#### 4. NAME OF THE SCHEME : ASSISTANCE FOR TECHNOLOGY UPGRADATION

1.	Name of the Enterprise	
2.	Purpose of Technology Acquisition / Upgradation	
3.	Whether the enterprise acquiring the technology for the first time in India for specialized application ? If so, please give the details with justification thereof	
	Brief of New Technology with manufacturing process & details thereof	
	Name & Address of the entity from which Technology will be acquired along with copy of Arrangement / MoU / other documents for proof of technology acquisition & upgradation.	
	Date of Commencement of Commercial Production on Technology upgradation. (DD/MM/YYYY)	
	<b>Details of Cost of Acquisition / Upgradation</b> ( ` in Lakhs)	
	Purchase of Design & Drawings	
	Technology Development Fees to Experts / R&D Institutions / Technical Consultancy Firm	
	Others	
	TOTAL	
6.	<b>Means of Finance *</b> ( ` in Lakhs)	
	Promoters Contribution	
	Term Loan	
	Deposits	
	Internal Accruals / Others	
	Total	



7.	<b>Details of Financial Institution *</b>																								
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10.	Total Amount Claim for Assistance <i>[25 % (max. 25 Lakhs) once during the operative period]</i>	`																							
11.	Any Other Information																								

## DECLARATION

I/We hereby declare that all the information given above and the statements and other documents enclosed are to the best of my/our knowledge and belief, true and correct.

I / We hereby agree that, I / We shall forthwith repay the Capital Subsidy/ Special Capital Subsidy for Thrust sector enterprises / Employment IntensiveSubsidy / Additional Capital Subsidy for select category of entrepreneurs /Additional Capital Subsidy for promotion of Cleaner and Environment friendlytechnologies disbursed to the unit, if the amount of subsidy is found to have beendisbursed in excess of the amount actually admissible for whatever reason. FurtherI/We also shall be liable to pay interest at such rate as prescribed by the Governmentfrom time to time on such amounts and such other changes / expenses whichmay be repayable by us.

It is further certified that I / We have not hitherto applied for or have receivedany amount by way of grant / subsidy in respect of this Enterprise fromGovernment / Financial institution.

Place :

Date :

Authorized Signatory

Designation with Seal

## LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION

1. Copy of Entrepreneur Memorandum (Part I) and (Part II).
2. Copy of Partnership Deed, If Partnership Concern; in case Limited Company copy of Memorandum and Articles of Association duly signed by the Managing Director.
3. If the Enterprise is functioning in a leased land/ building, copy of Lease agreement deed executed in stamp paper of Rs.10/- , for a minimum period of 5 years from the date of commencement of commercial production .
4. Copy of Loan Sanction letter from the Bank / Financial Institution in respect Bank / Institutional financed Enterprises.
5. Copy of Power Release Order.
6. Copy of the invoices, cash bills and stamped receipt duly attested. In case of non-availability of receipts, the bank scroll which shows the payment, with the details of the machinery supplier, should be furnished, in original, with the attestation of the Bank Manager.
7. Certificate of Chartered Accountant for fixed assets created as on date of commencement of commercial production in the prescribed form (Annexure-IV)
8. Certificate of commencement of commercial production on Technology upgradation duly signed by Chartered Accountant .
9. Social/clinical status Certificate from authorities concerned in respect of select category of entrepreneurs like SC/ST / Physically Handicapped / Transgender etc.
10. Copy of Consent to Operate from PCC, Daman
11. Additional documents in respect of existing enterprises taking up expansion / diversification.  
*Certificate from Chartered Accountant on the following :*
  - a) Date of commencement of commercial production after expansion / diversification
  - b) Annual production turnover for the last 3 years before the date of commencement of commercial production on technology upgradation.

Note : All Original documents should be produced for verification and return at the time of inspection. If the originals are in the bank, the copies should be duly attested by the Branch Manager of the bank which financed the project.

## APPLICATION FORM FOR ASSISTANCE IN SKILL DEVELOPMENT

1.	Name and address of the Autonomous Institution	
2.	Contact Nos.	Office : Fax : Cell Phone : E-mail ID :
3.	Type of Entity <i>(Whether a Company, Society, Trust, Partnership Firm or any other)</i>	
4.	Background of the applicant in terms of specialized sector knowledge of experience in education / training	
5.	Location where the Specialized Skill Development Center is proposed	
6.	Land Area & Building Area	
7.	Nature of Course(s) to be conducted with justification for uniqueness of the course and specialized / advanced technology sector for industries	
8.	Need for conduction the course(s)	
9.	Introduction / Preamble / Background of the proposal	

10.	<b>Means of Finance *</b> ( ` in Lakhs)																			
	Applicant's Contribution																			
	Term Loan																			
	Govt. Support																			
	Others																			
	Total																			
11.	Project report covering	<ol style="list-style-type: none"> <li>1. Proposed facilities &amp; equipments</li> <li>2. Commitment of the Applicant</li> <li>3. Govt. Support envisaged</li> <li>4. Industry linkages</li> <li>5. Any immovable training course(s) or implementation approach</li> <li>6. Road map for implementation</li> </ol>																		
12.	Yearly Projection of number of Trainees																			
	2015-2016																			
	2016-2017																			
	2017-2018																			
	2018-2019																			
	2019-2020																			
13.	Other Information, if any																			
14.	Project Cost * ( `)																			
	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Item of Expenditure</th> <th>Amount ( ` in Lakhs)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Building</td> <td></td> </tr> <tr> <td>2.</td> <td>Machineries &amp; Equipments including installation cost</td> <td></td> </tr> <tr> <td>3.</td> <td>Electrification &amp; Furnitures</td> <td></td> </tr> <tr> <td>4.</td> <td>Other Miscellaneous Expenses</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL</td> <td></td> </tr> </tbody> </table>	Sr. No.	Item of Expenditure	Amount ( ` in Lakhs)	1.	Building		2.	Machineries & Equipments including installation cost		3.	Electrification & Furnitures		4.	Other Miscellaneous Expenses		TOTAL			
	Sr. No.	Item of Expenditure	Amount ( ` in Lakhs)																	
	1.	Building																		
	2.	Machineries & Equipments including installation cost																		
	3.	Electrification & Furnitures																		
4.	Other Miscellaneous Expenses																			
TOTAL																				

\* Any Financial transection / expenditure statements submitted by the applicant must be signed by the authorized signatory with company seal and stamp and certified by the company's statutory auditor/chartered accountant.

15.	Total Amount Claim for Assistance ( ` ) (25% of Total Project Cost as at Col.14, Max. 1 Crore)	
16.	Whether any financial assistance granted by Govt. of India / Others ? (YES/NO) (If Yes, please attach details thereof in separate sheet)	
17.	Whether any Government dues are outstanding OR Court case against Govt. ? (YES/NO) (If Yes, please attach details thereof in separate sheet)	
18.	<b>Bank Details for Assistance</b>	
	Name of Bank	
	Bank Account No.	
	IFSC Code No.	
	Branch Code No.	
	PAN Card No. of the Unit	

### DECLARATION

I/We hereby declare that all the information given above and the statements and other documents enclosed are to the best of my/our knowledge and belief, true and correct.

I / We hereby agree that, I / We shall forthwith repay the assistance disbursed to the institute/unit, if the amount of assistance is found to have been disbursed in excess of the amount actually admissible for whatever reason. Further I/We also shall be liable to pay interest at such rate as prescribed by the Government from time to time on such amounts and such other charges / expenses which may be repayable by us.

It is further certified that I / We have not hitherto applied for or have received any amount by way of grant / subsidy in respect of this Institution from Government / Financial institution.

Place :

Date :

Authorized Signatory

Designation with Seal

### **LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION**

1. Copy of Entrepreneur Memorandum (Part I) and (Part II), if applicable
2. Copy of Registration of Institution / Society / Trust / Company or any other
3. Copy of Partnership Deed, If Partnership Concern; in case Limited Company copy of Memorandum and Articles of Association duly signed by the Managing Director.
4. Copy of Loan Sanction letter from the Bank / Financial Institution in respect Bank / Institutional financed Institution.
5. Copy of the invoices, cash bills and stamped receipt duly attested. In case of non-availability of receipts, the bank scroll which shows the payment, with the details of the machinery supplier, should be furnished, in original, with the attestation of the Bank Manager.
6. Certificate of Chartered Accountant for fixed capital investment in Building, Equipments and Machineries including installation charges, Electrification & Furnitures and Other Miscellaneous Expenses.

Note : All Original documents should be produced for verification and return at the time of inspection. If the originals are in the bank, the copies should be duly attested by the Branch Manager of the bank which financed the project.

## ANNEXURE – IV

### CHARTERED ACCOUNTANT CERTIFICATE

This to certify that M/s. ....have made the following fixed capital investment for their new enterprise / expansion / Diversification Project of their existing enterprise and commenced of commercial production of their new enterprise / expansion / Diversification Project of their existing enterprise on

Sr. No.	Nature of Assets	New Unit (or) Existing Unit	Expansion / Diversification Project	Total
		In Rs.		
1.	Plant & Machinery *			

*\* Details to be enclosed separately in the Annexure-A to this Certificate*

I/We hereby confirm that I/We have examined the prescribed registers, books of account and the bank statement in respect of the above unit.

I/We fully understand that any submission made in this certificate if proved incorrect or false, will render me/us liable to face any penal action or other consequences as may be prescribed in the law or otherwise warranted.

Signature & Stamp/seal of the Signatory \_\_\_\_\_

Name : \_\_\_\_\_

Membership No.: \_\_\_\_\_

Full address : \_\_\_\_\_

Name and address of the Institution where registered.

Date:

Place:

Signature of Applicant

Signature of Chartered Accountant



## ANNEXURE – I

### **LIST OF PLANT AND MACHINERY INCLUDING INSTALLATION DETAILS AS ON THE DATE OF COMMENCEMENT OF COMMERCIAL PRODUCTION FOR ASSISTANCE OF CAPITAL INVESTMENT AND INTEREST SUBSIDY**

Sr. No.	Name of the Machinery and Machine No.	Name of Supplier	Bill No. & Date	Bill Amount	Date of erection commission of the Machinery	Date of first Commercial Production	Amount paid	Mode of Payment Cheque/ DD No. & Date	Name of Bank	Unpaid if any
1	2	3	4	5	6	7	8	9	10	11
TOTAL										

Signature of Applicant

Signature of Chartered Accountant

**ANNEXURE – II**

**STATEMENT OF EXPENDITURE MADE ON QUALITY CERTIFICATION, PATENT  
REGISTRATION AND SAVINGS IN CONSUMPTION OF ENERGY&WATER**

Sr. No.	Name of Agency/ Supplier	Bill No. & Date	Bill Amount	Description of Expenses	Amount Paid	Mode of Payment Cheque/DD No. & Date	Name of Bank	Unpaid if any
1	2	3	4	5	6	7	8	9

Signature of Applicant

Signature of Chartered Accountant

## ANNEXURE – III

### STATEMENT OF EXPENDITURE MADE ON LOCAL EMPLOYMENT

Sr. No.	Name of Employee	P.F. No.	Date of Employment	Period of Employment (in Months)	12 Month Salary (₹)	Amount Paid (₹)	Mode of Payment Cheque/DD No. & Date	Name of Bank	Unpaid if any
1	2	3	4	5	6	7	8	9	10
1.									
2.									
3.									
4.									
5.									
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7.									
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18.									
19.									
20.									

*(Use separate sheet if required)*

Signature of Applicant

Signature of Chartered Accountant

**ANNEXURE –V**

**LIST OF PLANT AND MACHINERY FOR INDIGENOUS & IMPORTED MACHINERY**

Sr. No.	Name of the Machinery and Machine No.	Name of Supplier	Bill No. & Date	Bill Amount	Date of erection commission of the Machinery	Date of first Commercial Production	Amount paid	Mode of Payment Cheque/ DD No. & Date	Name of Bank	Unpaid if any
1	2	3	4	5	6	7	8	9	10	11
TOTAL										

Signature of Applicant

Signature of Chartered Accountant