

FORM I**APPLICATION FORM FOR REGISTRATION UNDER THE CENTRAL CAPITAL INVESTMENT SUBSIDY SCHEME, 1997.**

1.
 - a). Name of the Industrial Unit :
 - b) Office address with Telephone No.(if any) :
 - c) Factory address with telephone No.(if any) :

2.
 - a) Constitution of the unit (please specify whether Proprietorial/ Partnership/Private Limited/limited Company/Co-operative Society) :
 - b) Name(s), address(es) of the Proprietor/.Partners/Directors Of the Board of Directors/Secretary and President of the Co-Operative Society/ Trustee :
 - c) Date of Registration under the Companies Act/or the concerned Act(The Act should be clearly stated) :
 - d) Registered Head Office of the company :

3.
 - a) Details of Registration of the Unit :
 - I Provisional Registration No :
 - II Permanent Registration No :
 - b) Large & Medium :
 - Number and date of Industrial Licence/Letter of intent/ Industrial Entrepreneurs memorandum :

4.
 - (a) Whether the proposed/new/existing unit undergoing expansion :
 - In case of New/Proposed unit :
 - i) Proposed date of commencement of production :
 - ii) Date of going into commercial of production :
 - (b) In case of existing unit :
 - i) Date of going into commercial production prior expansion :
 - ii) Proposed date of going into commercial production after expansion.
 - iii) Date of going into commercial production after expansion.

5. Capital Investment.

	For proposed/new Unit (actual investment in Rs.)	For existing unit under going expansion (Actual Investment)	
		Prior expansion	After expansion
a. Land.			
b. Site Development.			
c. Building.			
i. Office Building.			
ii. Factory building.			
d. Plant and machinery.			
e. Accessories.			
f. Installation & electrification.			
g. Preliminary & preoperative expenses.			
h. Miscellaneous fixed assets.			
Total :			

6. Means of Finance
 - a) Equity Capital :
 - b) Margin Money. :
 - c) Share Capital from the Government :
 - d) Any other sources like seed/margin money etc (please specify):
 - e) Borrowing :

Total

7. Power etc:
a) Date of sanction of power and quantum :
b) Connected load and Date of connection :
8. Details of the production of the unit :
a) For proposed / New unit :

Sl No.	Name (s) of the product (s)	Annual Installed Capacity		Actual Production During the last Year/From the date of going into commercial production to the date of submission of the application.		Remarks.
		Quantity	Value in Rupees	Quantity	Value in Rupees.	
1.	2	3	4	5	6	7
1						
2						
3						
4						
5						

- b) For Expansion Unit:

Sl. No.	Name(s)of the Product(s)	Installed capacity Prior expansion		Installed Capacity After expansion		Remarks
		Quantity	Value in Rupees	Quantity	Value in Rupees.	
1	2	3	4	5	6	7
1.						
2.						
3.						
4.						
5.						

9. Raw Materials: -

Sl. No.	Name(s)of the Raw Materials	Annual requirement	
		Quantity	Value in Rs.
1			
2			
3			
4			
5			

10. Sales of finished product(s):

Sl. No.	Name (s)of the Product(s)	Product(s)sold during the last accounting year/from the date of going in to commercial production to the date of submission of the application.				Remarks.
		Within the State of (Name of the State)		Outside the State (Name of the State)		
		Quantity	Value in Rupees	Quantity	Value in Rupees	
1	2	3	4	5	6	7
1						
2						
3						
4						
5						

11. Employment Position in the Unit:-

Sl. No.	Category	Nos.
1. Managerial 2. Supervisory 3. Skilled. 4. Semi Skilled 5. Others		

12. (a) Whether unit is located in a specified area, if so the name of the specified area :
(b) If the unit is outside the specified area and falls within the group of Industrial activities as mentioned in the Annexure-A of the scheme, please mentioned the group & its Serial No.
13. Bank Account no and name of the Bank where the subsidy amount is to be deposited:
14. Declaration :

I/We hereby solemnly declare that the information furnished in this application for the grant of registration under the Central Capital Investment Subsidy Scheme, 1997 are correct and true to the best of my/our knowledge and belief.

Place:
Date:

Signature of the applicant(s)
Status in relation to the Industrial Unit.
Seal

ENQUIRY REPORT

Certified that I have personally visited the unit and examined the documents available and presented to me and found correct.

Certified that in the absence of proper information/documents the information furnished in their application against item No _____ to _____ could not be verified properly and to the best of my knowledge except item No _____ to _____ given below with proper correction.

Items.

- 1.
- 2.

Date:
Place:

Signature of the Enquiry Officer,
Designation.

ORDER

The application has been accepted for Registration under the Central Capital Investment Subsidy Scheme, 1997 and the Registration number given is _____ Dt _____ a and the same is communicated to the party under this office letter No _____.

Signature of the General Manager,
DI & CC _____.

Certified/ attested photocopies of the documents to be submitted along with the application form for registration under CIS.

1. Constitution of the Unit.
 - a) In case of partnership unit, registered deed of partnership with general power of attorney.
 - b) In case of private limited/public limited company.
 - i) Registration certificate under the Companies Act.
 - ii) Memorandum and Articles of Association.
 - iii) Name of Board of Directors.
 - c) In case of Co-operative Society.
 - i) Resolution of the General Body for registration of the unit u Under SSI if any:
 - ii) Registration Certificate:
 - iii) Memorandum and Article of Association:
2. Registration Certificate from the District Industries & Commerce Centre (provisional & Permanent) and LOI/IL/IEM etc. if any:
3. Land and Building:
 - a) In case of Government land allotted by Government Allotment letter. Trace map and receipt on the premium paid to the government for the Allotment.
 - b) In case of lease hold land from a private owner. Lease deed agreement along with the general power of attorney and trace map.
 - c) In case of own land:
 - i) Purchase deed.
 - ii) Up to date non incumbent certificate.
 - iii) Jambandi copy and trace map.
 - d) In case of Government land allotted by any Government agency.
 - i) Allotment letter and trace map.
 - ii) Deed of agreement.
 - e) In case of Industrial shed allotted by any government agency.
 - i) Allotment letter.
 - ii) Deed of agreement.
4. Sanction letter from the Financial Institution/Banks for Term Loan & Working Capital loan.
5. Power.
 - i) Power Sanction letter.
 - ii) First bill of State Electricity Board.
6. List of Plant & Machinery with its value.
7. List of employees with their name & address and date of appointment.
8. Project Report/Scheme of the unit.
9. Sources of own Finance/Equity with supporting documents.
10. No-objection Certificate from the local bodies/authority and trade licences if any.
11. NOC from the Pollution Control Board of the State.
12. Any other documents sought for by the authority concerned.

GOVERNMENT OF (State)
OFFICE OF THE GENERAL MANAGER:
DISTRICT INDUSTRIES & COMMERCE CENTRE _____

No.

Dated _____

To

M/s. _____

Sub: -

Registration under Central Capital Investment Subsidy Scheme, 1997.

Ref: -

Letter No _____

Sir,

In inviting a reference to the subject cited above, I would like to inform you that the M/s. _____ has been registered under the above mentioned scheme vide No. DI & CC/CIS/_____ dt _____. You are requested to submit your claims as per Form 3 within 30 days from the date of issue of this letter.

Yours faithfully,

General Manager,
District Industries & Commerce Centre _____.