**SUPPORTING DOCUMENTS FOR COMMON INFRASTRUCTURE**

|  |
| --- |
| **List of Enclosures to be submitted with the Application Form for Common Infrastructure (As applicable)** |
| **KYC of Entity** | PAN Card Copy, GST Registration |   |   |   |   |   |
|   | Proof of address - Utility bills such as electricity, water and landline telephone bills in the name of the concern |
|   | Certificate of Registration / Incorporation of the entity |
|   | Ownership proof (title deed) of the business premise if owned by Entity |   |   |   |
|   | Rent/ Leased agreement if applicable |   |   |   |   |
|  | Memorandum and Articles of Association |   |   |   |
|   | Board Resolution for availing loan /borrowing power /borrowing authority |   |   |   |   |
|   | List of Directors |
|   | 3 site photograph (identical) of existing unit |   |   |   |   |
|   |  |
| **KYC of Directors (all)** | Aadhar Card |   |   |   |   |   |   |
|   | PAN Card |   |   |   |   |   |   |   |
| **Financial** | Audited Balance sheet with annexures of last 2 years along with ITRs (if applicable) |   |   |   |
|   | GST returns, if applicable |   |   |   |   |   |
|   | Bank Statement of last 6 month |   |   |   |   |   |
|   | Sanction letter and repayment statement (SOA – Statement of Accounts) of active loans |   |   |   |

|  |  |
| --- | --- |
| S No. | **Voluntary Supporting Documents**(Can be attached for strengthening the application) |
| 1 | Brief bio-data of the board of directors |
| 2 | Copies of Shareholder Register, Stock Register |
| 3 | Copies of Compliance Report, Licenses |
| 4 | Net-worth Statement of Guarantors |
| 5 | Copies of Recent Grant Statements |
| 6 | Last AGM and Board meeting copy |
| 7 | Clearance from pollution control board |

|  |
| --- |
| **Supporting Documents to be enclosed as part of DPR for Proposed Business Project*** Source of funds for commencement of new project,
* Suitability & adequacy of the land for proposed project and its accessibility to transport; Copy of land documents such as purchase deed/lease deed/tripartite agreement, approval of site layout, latest 7/12 extracts etc., if land is proposed to mortgage;
* Existing list of all machinery & equipment including accessories and testing equipment (make, model, year, capacity, quantity, technical specification, date of commissioning), if applicable;
* Estimates and Quotations of all capital machinery & equipment;
* Supporting documents of the premise/land on which common infra to be functional.

**Voluntary Supporting Documents**(Can be attached for strengthening the application)* Copies of Licenses / permission granted by local authority
* Pollution Control Clearance, if required;
* Fiscal and other incentives from State Govt., if any; State Govt. sanction letter providing financial assistance in respect of the proposed project including the concurrence of the Finance Department of State Govt.
 |
|
|
|
|
|
|
|
|
|
|
|
|
|
|
|
|
|
|
|
|
|