**SUPPORTING DOCUMENTS FOR FARMER PRODUCER COMPANIES**

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| **List of Enclosures to be submitted with the DPR and the Online Application** **(As applicable)** |
| **KYC of FPC** | PAN Card Copy, GSTIN Registration Certificate |
| 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 FPC |
| Rent/ Leased agreement if applicable |
| Memorandum and Articles of Association  |
| Board Resolution for availing loan /borrowing power /borrowing authority |
| List of Directors |
| 3 site photographs (identical) of existing unit |
| **KYC of Directors (all)** | Aadhar Card |
| PAN Card |
| **Financial** | Audited Balance sheet with annexures of last 2 years along ITR, if not audited, self-attested will suffix. |
| GST returns, if applicable |
| Bank Statement of last 6 month |
| Sanction letter and repayment statement(Statement of Accounts) of active loans |

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| S No. | **Voluntary Supporting Documents**(Can be attached for strengthening the application) |
| 1 | Networth Statement of Guarantors |
| 2 | Brief Bio-data of board of directors |
| 3 | Copies of minutes of Last AGM and Board meeting  |
| 4 | Copies of Recent Grants |
| 5 | Copies of Shareholder Register, Stock Register |
| 6 | Copies of Compliances/Licenses / permission granted by local authority (along with dates of validity)* + Fertiliser license
	+ Pesticide/insecticide
	+ Seeds license
	+ *Mandi*
	+ Import export license
	+ Direct Marketing License
	+ FSSAI
	+ Pollution Control Clearance, if required;

Any other |
| 7 | Copies of Shareholder Register, Stock Register |

**Supporting Documents to be enclosed as part of DPR for Proposed Business Project**

1. Source of funds for commencement of new project,
2. 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;
3. Existing list of all machinery & equipment including accessories and testing equipment (make, model, year, capacity, quantity, technical specification, date of commissioning), if applicable;
4. Estimates and Quotations of all capital machinery & equipment;
5. Source of member’s contribution for the proposed project cost;

**Voluntary Supporting Documents**(Can be attached for strengthening the application)

1. 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.