



APPLICATION FORM

Enter GST Number of Applicant:

1. Name of the Company: _____
2. Complete Address: _____
3. Telephone/ Fax: _____
Email _____
4. Constitution of: Proprietorship/ Partnership/ Pvt. Ltd./ Ltd. your Company
5. Date of Establishment: _____
6. In case of public or Pvt. Ltd./ Partnership/ Sole Proprietorship concern, state the followings:

Name(s) of Proprietor/ Partners/ Directors	Age	Father's/ Husband's Name	Share(s) in Firm/ Company	Residential Address	Means/ Net Worth	Qualification	Business Experience

(Please attach separate sheet, if necessary)

Note:

- In case of private/ public limited company a copy of Articles of Memorandum to be submitted
- In case of partnership company a copy of the partnership deed to be submitted.

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|-----|--|---------------------|----------------------------|
| 7. | Name(s) of the person(s) authorized to:
sign on behalf of the applicant Company | | |
| 8. | Whether registered with Software
Technology Park of India (STPI)
(If yes, enclose copy of the Registration/
agreement). | YES | NO |
| 9. | Whether the Unit is | EXISTING | NEW |
| 10. | No. of Employees | ALREADY
EMPLOYED | PROPOSED
TO BE EMPLOYED |
| 11. | Proposed line of activities: | | |
| 12. | Expected turnover for the
Next 5 years | | |
| 13. | Indicate clearly about the data
Communication facility required | | |
| 14. | Floor Area required in the STP
Complex | | |
| 15. | No. of telephone lines (direct)
Required | | |
| 16. | Other amenities required
(Specify) | | |

Signature of Authorized
Persons with Official Stamp

List of document: -

- 1) Application Form duly filled in
- 2) Copy of ROC registration.
- 3) Board Resolution in favour of authorized signatory in case of private or public limited company.
- 4) Partnership deed in case of Partnership firm.
- 5) Copy of memorandum of Association and articles of association of the company
- 6) Copy of the Project report of the unit highlighting the area of expertise / activity.
- 7) Business projections of the company for the next 5 years.
- 8) Audited balance sheet of the company for the past three years (this clause shall not be applicable for the units incorporated recently / less than year). The STP units, who are less than three years old, are required to submit the audited balance sheets for the financial years completed only.
- 9) Brief background of the Directors of the company.
