

APPLICATION FORM FOR RESIDENTIAL STATUS CERTIFICATE FOR KISAN SEVA KENDRA DEALERSHIP UNDER IOC
(Two copies)

Part I

- 1 Full name of the Applicant :
- 2 Father's name :
- 3 Mother's name :
- 4 Husband's name :
- 5 Reason for application for Residential status certificate. :
- 6 Age/Date of Birth of the applicant :
- 7 Residential Address :
- a Village/Town/Road/lane :
- b House No. :
- c Post Office :
- d Mauza/Tehsil :
- e Police Station :
- f Revenue Circle :
- g District. :
- 8 Permanent address of the Applicant:
- a Village/Town/Road/lane :
- b House No. :
- c Post Office :
- d Mauza/Tehsil :
- e Police Station :
- f Revenue Circle :
- g District :
- h State :
- 9 Name of the Educational Institution where the applicant studied last.: :
10. Enclosures:
- 2) Two copies of Passport size photographs.
- 3) Records of Immovable Property, if any, with uptodate Land Revenue Paid receipt.
- 4) Copy of Indian Passport or
- 5) Certified copy of the NRC 1951.
- 6) Certified copy of the voters list to check the linkage.
- 7) Copy of the PRC of any member of the family of the applicant stating relationship, if any.
- 8) Copy of the Birth Certificate issued by competent authority.
- 9) Copy of HSLC Certificate/Admit Card.
- 10) Employment Certificate issued by the employer showing joining in present place of posting if any.
- 11) Documents related to parents and forefathers having continuously resided in Assam for a minimum period of 50 years or Documents related to guardian having continuously resided in Assam for a minimum period of 20 years.

Signature of the Applicant.

Date_____

Part II

A.

Report of SP:-

- 1) Details of FT case if any, against any of the members of family. :
- 2) Details of linkage if any, with NRC 1951. :
- 3) Details of linkage with Electoral Roll 1971 and prior to that if any. :
- 4) Character and antecedent. :
- 5) Whether any criminal case registered. :
- 6) Since when the family is residing in Assam. :
- 7) Whether applicant is an Indian citizen. :

Signature of Designated Police Officer

Signature of S.P.

B

Report of Land Revenue Official:-

- i Whether parent/forefathers of the applicant is residing in Assam for the last 50 years. :
- ii Whether applicant is an Indian Citizen. :
- iii Whether applicant is an indigenous citizen. :
(if not indigenous, caste of the applicant)
- iv Whether the applicant's parent/forefather has any immovable property. If so, details thereof. :

Signature of Supervisor Kanungo

C

Recommendation of the Circle Officer. :

(Whether Residential Status Certificate may be granted)

Signature of Circle Officer

_____ **Revenue Circle**

Letter No. _____

Dated _____

To : The Deputy Commissioner,

Sub : Residential Status Certificate.

Sir,

With reference to the above, I have the honour to enclose herewith the required documents for issue of Residential Status along with the application and the enquiry report.

Encl.:

Yours faithfully,

Circle Officer,
_____ **Revenue Circle.**

Supdt. of Police
_____ **Dist.**

GOVERNMENT OF ASSAM

Office of the District Magistrate / S.D.O. (Civil) : _____

District : _____ : Assam

(Magistracy Branch)

Certificate of Residential Status

No.

Certified that : _____

Son / Daughter of : _____

of Village/Town : _____

Mauza : _____ P.S.: _____ is a resident of

_____ District, in the State of Assam.

This certificate is valid only for enrollment in Kisan Seva Kendra Dealership under Indian Oil Corporation Ltd. and shall not be valid for any other purpose.

District Magistrate / Addl. District Magistrate / S.D.O. (Civil)

Dist. _____ :: Assam

Dated:

Receipt for Application

Application No. _____ / _____ Dated

_____ Received the application form for Residential Status Certificate

from Shri/Smt./Mrs. _____ son/wife/daughter of

Shri/Smt./Ms. _____ resident of _____

village/ward _____ mauza/circle _____ Police

Station _____ District / Sub-Division _____

Date:		Name of receiving officer.		<i>Name of the documents enclosed –</i>
Place:		Signature of receiving officer		

Court Fee Stamp

photograph 2 copies

APPLICATION FORM FOR PERMANENT RESIDENTIAL CERTIFICATE
(Two copies)

Part I

- 1 Full name of the Applicant :
- 2 Father's name :
- 3 Mother's name :
- 4 Husband's name :
- 5 Reason for application for PRC/ Residential status. :
- 6 Age/Date of Birth of the applicant :
- 7 Residential Address :
- a Village/Town/Road/lane :
- b House No. :
- c Post Office :
- d Mauza/Tehsil :
- e Police Station :
- f Revenue Circle :
- g District. :
- 8 Permanent address of the Applicant:
- a Village/Town/Road/lane :
- b House No. :
- c Post Office :
- d Mauza/Tehsil :
- e Police Station :
- f Revenue Circle :
- g District :
- h State :
9. Name of the Educational Institution
where the applicant studied:
10. Enclosures:
- 1) Two copies of Passport size photographs.
 - 2) Records of Immovable Property if any with upto date Land Revenue Paid receipt.
 - 3) Copy of Indian Passport or
 - 4) Certified copy of the NRC 1951.
 - 5) Certified copy of the voters list to check the linkage.
 - 6) Copy of the PRC of any member of the family of the applicant stating relationship, if any.
 - 7) Copy of the Birth Certificate issued by competent authority.
 - 8) Copy of HSLC Certificate/Admit Card.
 - 9) Employment Certificate issued by the employer showing joining in present place of posting if any
 - 10) Documents related to parents and forefathers having continuously resided in Assam for a minimum period of 50 years or
 - 11) Documents related to guardian having continuously resided in Assam for a minimum period of 20 years.

Signature of the Applicant.

Date _____

Part II

A.Report of SP:-

- 1) Details of FT case if any, against any of the members of family. :
- 2) Details of linkage if any, with NRC 1951. :
- 3) Details of linkage with Electoral Roll 1971 and prior to that if any. :
- 4) Character and antecedent. :
- 5) Whether any criminal case registered. :
- 6) Since when the family is residing in Assam. :
- 7) Whether applicant is an Indian citizen. :

Signature of Designated Police Officer

Signature of S.P

B.Report of Land Revenue Official:-

- i Whether parent/forefathers of the applicant is residing in Assam for the last 50 years. :
- ii Whether applicant is an Indian Citizen. :
- iii Whether applicant is an indigenous citizen. :
(if not indigenous, caste of the applicant)
- iv Whether the applicant's parent/forefather has any immovable property. If so, details thereof. :

Signature of Supervisor Kanungo

:

Signature of Land Revenue Official

C.Recommendation of the Circle Officer.

(Whether PRC for educational purpose may be granted)

Signature of Circle Officer

_____ **Revenue Circle**

Letter No. _____

Dated _____

To : The Deputy Commissioner,

Sub : Permanent Residential Certificate.

Sir,

With reference to the above, I have the honour to enclose herewith the required documents for issue of Permanent Residential Certificate along with the application and the enquiry report.

Encl.:

Yours faithfully,

Circle Officer,
_____ **Revenue Circle.**

Supdt. of Police
_____ **Dist.**

PRC
Receipt for Application

Application No. _____ / _____ Dated

_____ Received the application form for Permanent Residential Certificate

from Shri/Smt./Mrs. _____ son/wife/daughter of

Shri/Smt./Ms. _____ resident of _____

village/ward _____ mauza/circle _____ Police

Station _____ District / Sub-Division _____

Date:		Name of receiving officer.		<i>Name of the documents enclosed –</i>
Place:		Signature of receiving officer		

GOVERNMENT OF ASSAM

Office of the District Magistrate / S.D.O. (Civil) : _____

District : _____ : Assam

(Magistracy Branch)

Certificate of Permanent Residence

PRC No.

Certified that : _____

Son / Daughter of : _____

of Village/Town : _____

Mauza _____ P.S. _____ is permanent
resident of _____ District, in the State of Assam.

**This certificate is valid for the purpose of Admission to Educational
Institutions only and shall not be valid for any other purpose.**

District Magistrate/ Addl. District Magistrate / S.D.O. (Civil)
Dist. _____ :: Assam

Dated: