GOVERNMENT OF ASSAM
OFFICE OF THE ADDITIONAL DIRECTOR & CHD
INDUSTRIES & COMMERCE DEPARTMENT
BODOLAND TERRITORIAL COUNCIL (BTC), KOKRAJHAR

APPLICATION FORM

FINANCIAL ASSISTANCE SCHEME (FAS) UNDER BIP 2019
Financial Year: 2026–27

Affix recent passport-size photograph (self-attested)

FOR OFFICE USE (to be filled at the time of receipt)			
Application No.		Date of Receipt	
Received at (DI&CC / ADIC office)		Signature of Receiving Official	

PART A : DETAILS OF THE APPLICANT		
1.	Name of the Applicant (in BLOCK letters)	
2.	Father's / Husband's Name	
3.	Gender	☐ Male ☐ Female ☐ Transgender
4.	Date of Birth (DD/MM/YYYY) and Age	DOB: ____ / ____ / _____ Age: _____ years
5.	Category	☐ General ☐ SC ☐ ST(P) ☐ ST(H) ☐ OBC/MOBC ☐ Divyang ☐ Ex-Serviceman ☐ Others: _____
6.	Educational Qualification	
7.	Details of Training / Experience, if any (name of course, institute, duration)	
8.	Permanent Address	Village / Ward No. : _____ P.O. : _____ P.S. : _____ District : _____ PIN : _____
9.	Whether a permanent resident of BTC area	☐ Yes ☐ No
10.	Mobile No. / Email ID	Mobile : _____ Email : _____
11.	Aadhaar No.	
12.	PAN No.	

PART B : DETAILS OF THE UNIT / ENTERPRISE		
13.	Name of the Unit / Enterprise	
14.	Address / Location of the Unit	
15.	Status of the Unit	☐ New Unit ☐ Existing Unit (Expansion)
16.	Constitution of the Unit	☐ Proprietorship ☐ Partnership ☐ SHG ☐ Co-operative Society ☐ Others: _____

17.	Nature of Activity	☐ Manufacturing ☐ Processing ☐ Service
18.	Products to be manufactured / Services to be provided	
19.	Udyam Registration No. and Date (for existing units)	
20.	Year of Establishment / Commencement (for existing units)	
21.	Trade Licence / other licences, if any (No. & Date)	
22.	Premises of the Unit	☐ Own ☐ Rented / Leased ☐ To be arranged
23.	Power Connection	☐ Available ☐ Applied for ☐ Not required
24.	Raw materials and their source	
25.	Marketing arrangement (where the products/services will be sold)	

PART C : PROJECT COST AND MEANS OF FINANCE		
26.	**Cost of the Project**	**Amount (₹)**
i)	Land and Building / Shed (if any)	₹
ii)	Plant & Machinery / Equipment	₹
iii)	Tools, Furniture & Fixtures	₹
iv)	Other Fixed Assets / Pre-operative expenses	₹
	A. Total Fixed Capital (i to iv)	**₹**
v)	B. Working Capital	₹
	TOTAL PROJECT COST (A + B)	**₹**
27.	**Means of Finance**	**Amount (₹)**
i)	Own Contribution / Investment (as per scheme provision)	₹
ii)	Financial Assistance applied for under FAS	₹
iii)	Bank Loan / Other sources, if any (specify)	₹
	TOTAL (must equal Total Project Cost)	**₹**

28.	**Investment already made in Plant & Machinery**	**Amount (₹)**
i)	Total cost of Plant & Machinery (as at Sl. No. 26 (ii))	₹
ii)	Amount already invested by the applicant in Plant & Machinery	₹

29.	**Employment (Nos.)**	**Male**	**Female**	**Total**
i)	Existing (for existing units)			
ii)	Proposed to be generated			

30.	**Financial assistance / subsidy availed earlier from this Department, BTC or any other Govt. scheme**			
Sl.	**Name of Scheme**	**Department / Agency**	**Year**	**Amount (₹)**
1				
2				
	If none, write "NIL" / tick: ☐ Not availed earlier			

PART D : BANK DETAILS (account must be in the applicant's / unit's name)		
31.	Name of the Account Holder	
32.	Bank Account No.	
33.	Name of the Bank and Branch	
34.	IFSC Code	

DECLARATION BY THE APPLICANT

I, ____, hereby declare and undertake that:

(a) the information furnished in this application and the documents enclosed are true and correct to the best of my knowledge and belief;

(b) the proposed activity does not fall under the Negative List of the scheme;

(c) I have not availed any financial assistance or subsidy from any other Government scheme for the same project / purpose, except as disclosed at Sl. No. 30;

(d) the assistance, if sanctioned, shall be utilised only for the purpose stated in this application, and the assets created shall not be sold, transferred or mortgaged without prior permission of the Department;

(e) I shall allow officials of the Department to inspect the unit and its records at any time, and shall furnish utilisation details and any further information as required;

(f) if any information is found false, or the assistance is misused, I shall refund the entire amount, and the Department may take action as per law.

I agree to abide by the terms and conditions of the Financial Assistance Scheme under BIP 2019 and the decision of the competent authority.

Place : ______________________

Date : ______________________

Signature / Thumb Impression of the Applicant

Full Name: ______________________________

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ACKNOWLEDGEMENT SLIP

Financial Assistance Scheme (FAS) under BIP 2019, 2026–27

Received the application of Sri/Smti ____ for financial assistance under FAS, vide Application No. ______________ dated ______________, along with ______ documents.

Office: DI&CC / ADIC, ____________________

Signature & Seal of Receiving Official

CHECKLIST OF DOCUMENTS (self-attested copies; tick ✓ the documents enclosed)		
Sl.	**Document**	**Enclosed (✓)**
1	Recent passport-size photograph (affixed on the form)	☐
2	Aadhaar Card	☐
3	Proof of Address (Voter ID / Electricity Bill / Aadhaar)	☐
4	PAN Card	☐
5	Age Proof (Birth Certificate / HSLC Admit Card / Aadhaar)	☐
6	Educational Qualification Certificate	☐
7	Caste Certificate (SC/ST/OBC/MOBC), if applicable	☐
8	Disability Certificate / Ex-Serviceman Certificate, if applicable	☐
9	Training / Experience Certificate, if any	☐
10	Copy of Bank Passbook (first page) or Cancelled Cheque	☐
11	Purchase invoices / bills of Plant & Machinery already purchased	☐
12	Udyam Registration Certificate (mandatory for existing units)	☐
13	Trade Licence / NOC from VCDC / Municipal Board, as applicable	☐
14	Proof of premises (land document / rent agreement), if available	☐

Note: *Incomplete applications, applications without the required documents, and applications for activities in the Negative List shall be summarily rejected. Submission of an application does not confer any right to receive assistance; assistance is subject to eligibility, field verification, availability of funds and approval of the competent authority.*