

ANNEXURE A

1	Name of the applicant	
2	Address	
3	Name of the authorized Person with contact number (Designation & with authority to negotiate)	Mobile : Land line :
4	In case of Individuals a) Identity Proof b) Address Proof c) Pan Card copy d) Bank account details e) Nature /details of Business f) Copies of Income Tax returns for the last 3 years.	
5	In case of Company/partnership firms: a) Full particulars of business: b) Copies of Trade Licence: c) Partnership deed/memorandum of Articles of Association: d) Copy of last 3 years audited balance sheet & Income Tax returns:	
6	Area in Sq ft required	
7	Purpose for which the premises is to be Utilized	
8	Rent Offered per Sq ft (Excluding Tax)*	
9	Electrical Load required.	
10	Any other requirements/information	

*** Minimum Rent per Sq ft fixed as Rs 60/- Application with less than minimum rent will not be considered.**

**** Sealed cover should be supercribed as " APPLICATION FOR LETTING OUT PREMISES AT UNITED INDIA BUILDING"**

Signature of authorized person

Name :

Designation:

Seal / Rubber Stamp: