Government of NCT of Delhi

(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No._______
Valid for the Year_______

Date:

This is to certify that Shri/Smt./Kumari _____________ son/ daughter/ wife of____________ permanent resident of _____________ village/street Territory____________ Pin Code____________ "whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her family** is below Rs. 8 Lakh (Rupees Eight Lakh only) for the financial year____________ His/her family does not own or possess any of the following assets***:

1. 5 acres of agricultural land and above;
2. Residential flat of 1000 sq. ft. and above;
3. Residential Plot of 100sq. yards and above in notified municipalities;
4. Residential Plot of 200 sq. yards and above in areas other than the notified municipalities.

Shri/Smt./Kumari _________________ belongs to the _______ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and other Backward Classes (Central/State/UT List)

Recent Passport Size attested photograph of the applicant

Signature with seal of Office___________________________

Name___________________________

Designation___________________________

*Note 1. Income covered from all sources i.e. salary, agriculture, business, profession, etc.

**Note 2. The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3. The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.
APPLICATION FORM FOR ISSUANCE OF INCOME & ASSET CERTIFICATE

1. **Personal Details**

   Name of the Applicant__________________________
   Father’s/Husband’s Name_______________________
   Gender______ Marital Status___________________
   Age_________ Religion________________________
   Caste_______ Sub-Caste_______________________
   Mobile No.____________________
   Aadhaar No.__________________________
   Pan Card No., If any____________________________
   E-Mail ID__________________________
   Place of Birth_________________________

   Photograph
duly Self
Attested

2. Whether the caste/sub caste is included in SCs/STs/OBCs (Central/UT/
   States List ) List notified for reservation in any of States/UTs/Central Govt. :
   YES/NO

3. **Family Details**

   Father’s Name__________________________
   Mother’s Name__________________________
   Spouse Name__________________________
   Sibling Details__________________________
   (Below the age of 18 years)
   Children Details__________________________
   (Below the age of 18 years)

4. **Permanent Address**

   Village/Town________________ Police Station________________
   Post Office_________________ Tehsil_____________________
   District____________________
   Pin____________________ State_____________________

ANNEXURE-III
5. **Present Address**

Village/Town: ___________________ Police Station: ___________________

Post Office: ___________________ Tehsil: ___________________

District: ______________________ State: ______________________

6. **Places of stay since birth:**

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Village/Town</th>
<th>Tehsil</th>
<th>District</th>
<th>State</th>
<th>Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>2.</td>
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<tr>
<td>3.</td>
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<tr>
<td>4.</td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

7. **Details of Income & Asset Certificate/s issued earlier:**

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Issuing Authority</th>
<th>Certificate No.</th>
<th>Issued Date</th>
<th>Valid up to</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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<tr>
<td>2.</td>
<td></td>
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<tr>
<td>3.</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

8. **Gross annual income of the family**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Source</th>
<th>Income (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Salary</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Business</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Agriculture</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Profession</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Other source (Please specify)</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

9. **Asset Details of the family**

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Asset</th>
<th>Area (in sq.yd/sq.ft)</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Agricultural</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Residential flat</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Residential Plot in urban areas notified as urban local bodies of any name and anywhere i.e. Municipal Corporation/ Municipality/NAC /Delhi Cantonment Board etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Residential Plot in areas other than the urban areas i.e. Rural Areas anywhere.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

N.B: 1 sq. yd = 9 sq.ft

*- The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.
10. Declaration:

Undertaking

I, Shri/Miss/Mrs. ______________ Son of/ daughter of/ wife of ______________ age _______________ of _______________ (Presently residing at village/town),

PO __________________ PS ___________ District ___________ of the Delhi, do hereby declare that the information given by me in this application form and its attached enclosures is true to the best of my knowledge and that the information furnished is exhaustive and I have not suppressed any fact. That, I am solely responsible for the accuracy of the declaration and information furnished and liable for action under section 199 and 200 of the Indian Penal Code in case of wrong declaration and information. Also, I am well aware of the fact that the certificate shall be summarily cancelled and all the benefits availed by me shall be summarily withdrawn in case of wrong declaration and information.

Place: ____________________

Date: ____________________

Signature of the Applicant

11. List of documents to be uploaded:

1) Address proof: (Any one of these)
   a) Aadhaar Card  b) Passport c) Bank passbook d) Telephone bill e) Voter ID Card

2) ID Proof: (Any one of these)
   a) Aadhaar Card  b) Pan Card c) Passport d) Driving license e) Voter ID Card.

3) Income Tax Return for last 3 Assessment Years, if any.

4) Agricultural property i.e. land details including detail of area from concerned Revenue Office.

5) Report of any immovable property i.e. Flat/Plot/Godown/Shop/Land etc. including detail of area obtained from concerned authorities i.e. MCD, DDA, NDMC, Delhi Cantonment Board etc.

6) PAN Card, if any.

7) Affidavit by the applicant citing immovable property/Income details etc. interalia containing following contents:-
CONTENTS OF THE AFFIDAVIT TO BE FURNISHED BY APPLICANTS FOR OBTAINING ISSUANCE OF INCOME & ASSET CERTIFICATE FOR EWS CATEGORY IN DELHI

- That I am resident of Delhi and have submitted the application for issuance of Income & Asset Certificate for EWS Category reservation before the Competent Authority.

- That I fulfill all the eligibility criterion as prescribed in the DoPT OM dated 31.01.2019 for issuance of Income & Asset Certificate for EWS Category in Delhi.

- That my caste/sub caste is not covered in any of the list of SCs/STs and OBCs (States/UTs/Central Govt) as prescribed/notified by Competent Authority.

- That my gross annual income of my 'family' from all sources is below Rs.8.00 lakhs for the financial year __________ as per the definition of 'family' prescribed by DoPT OM No.36039/1/2019-Estt (Res) dated 31.01.2019.

- That the income of my 'family' from all sources as cited in my application for issuance of Income & Asset Certificate for EWS Category are correct as per the eligibility criterion prescribed for the purpose of issuance of Income & Asset Certificate for EWS Category.

- That details of all kind of assets as cited by me in respect of my 'family' in the application form for issuance of EWS Category certificate is correct as per the eligibility criterion prescribed for the purpose of issuance of Income & Asset Certificate for EWS Category.

- That all the information furnished by me in the application form and the supporting documents before the Issuing Authority for obtaining EWS Certificate are correct.

- That no material information/facts has been hidden or suppressed qua the criterion prescribed for issuance of Income & Asset Certificate for EWS Category by the Govt. of India as per their OM No.36039/1/2019-Estt (Res) dated 31.01.2019.