



Regd. Office : 5th -6th Floor, Udyog Bhawan, 18,
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CIN:U17219CH1976PLC003642



**PUNJAB INFORMATION AND
COMMUNICATION TECHNOLOGY
CORPORATION LTD.**
(A State Government Undertaking)

CHANGE IN NAME, STYLE & CONSTITUTION

Plot No. _____ Phase _____ Focal Point _____

Name of the applicant _____

Father's / Husband's Name _____

Address: _____

Mobile No. _____

E-mail _____

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CHANGE IN NAME & STYLE AND CONSTITUTION

Check List

Change in name and style and constitution is allowed by the Corporation if the original allottee(s) retains minimum 51% share in the newly constituted entity / firm. The following documents / formalities are required to be completed for obtaining permission for change in Name, Style & Constitution:

1. Upto date payment towards price of plot has been received including enhanced land cost, extension fee etc or submission of proof of production issued by GM (DIC) as applicable along with Indemnity bond as per prescribed format.
2. Plot is free from all sorts of encumbrances / NOC from concerned Banker if plot already stands mortgaged.
3. Copy of partnership deed of allottee firm in case of partnership firm duly attested by Notary Public (in case of individual to partnership firm) along with Self- declaration of incoming partner attested by Notary public.
4. Self- Declaration on a non- judicial stamp paper of Rs. 25/- from incoming or outgoing partner duly attested by Notary public as the case may be along with all relevant copies of partnership and dissolution deeds.
5. Personal verification of outgoing partner would be required in the office of PICTCL, Chandigarh.
6. Copy of current list of Directors and Shareholders with their Shareholding duly attested by C.A./C.S. (in case of individual/partnership to Private Limited/ Public Limited Company,) supported with following documents:-
 - a) Resolution of BOD's of Company duly attested by C.A./C.S. to run the unit on Plot No._____, Phase_____, Focal Point _____ and authorizing one of its directors to execute formalities for obtaining permission for change in name, style & constitution.
 - b) A self- declaration duly attested by NOTARY PUBLIC executed by authorized signatory / director of the Company declaring and affirming that the shares of the original allottee(s) indicating names shall never fall below 51% in the newly constituted Company for all times to come in future.
 - c) In those cases, where title/constitution of the property already vest in Pvt. Ltd./Ltd. company, copy of Form No. 32 filed in ROC duly attested by C.A./C.S. shall be required of all incoming & outgoing directors while seeking permission for change in constitution.
7. Request letter from the allottee seeking permission.

8. Processing fee will be charged as per below mentioned:

Size of Plot (in Square yards)	Charges (in Rupees)
Upto 500	5000/-
500 -1000	10,000/-
1000- One Acre	15,000/-
One Acre and Above	20,000/-

APPLICATION FORM

To

The Managing Director
PICTCL Ltd.
18, Himalya Marg
Udyog Bhawan
Sector 17-A
Chandigarh

Subject: Change in name, style and constitution of Industrial/residential Plot/Shed
No._____, Phase_____ Focal Point/Growth
Centre_____.

Sir/Madam,

I/we are the owner(s)/GPA Holder of the plot/shed as mentioned above and wish to seek change in name, style and constitution of above plot. All the requisite documents are enclosed. It is further certified that neither there is any litigation pending in any court of law nor any injunction issued by any court of law restraining the change in name, style and constitution of the said property. I/we do hereby certify that the above information is true and correct and nothing has been mis-stated or concealed therein. All the requisite documents and requisite transfer fee, as per checklist, are enclosed.

It is requested that change in name, style and constitution of above plot may be allowed .

Date:_____

Signature _____

(Name & Address of Owner (s))

SELF DECLARATION

I _____ S/O _____ aged _____
R/O _____ do hereby solemnly
declare and affirm as under :-

1. That the deponent was partner of M/S _____
allottee of plot / shed no. _____ Phase _____ Focal Point
_____ as per partnership deed dated _____.
2. That the deponents have retired/ceased to be partner of the above said firm as per
dissolution deed dated _____.
3. That the deponent has left lien/right in the allottee firm M/S
_____ of Plot / Shed No.
_____ Phase _____ Focal Point
_____ and he has no objection if the name/style/constitution thereof is
changed as may be required its continuing partners.

Place: _____

DEPONENT

Date: _____

VERIFICATION:

Verified that the above contents are true and correct to the best of my knowledge and
belief and nothing has been concealed therein from.

DEPONENT

SELF DECLARATION

I _____ S/O _____
aged _____ R/O hereby solemnly declare and affirm as under :-

1. That the Deponent has been inducted as partner of M/S _____ allottee of Plot No./Shed No. _____ Phase _____ Focal Point _____ as per Partnership Deed dated _____.
2. That the Deponent hereby undertakes to make good liabilities on account of dues if any payable along with enhancement on account of additional compensation awarded by Court or otherwise against the above plot on demand by PICTCL and abide by all terms and conditions of allotment of above plot/shed.

DEPONENT

VERIFICATION

Verified that the above contents are true and correct to the best of my knowledge and belief and nothing has been concealed therein from.

DEPONENT

INDEMNITY BOND

(On non-judicial stamp papers of Rs.50/- to be attested from NOTARY PUBLIC)

This indemnity bond is executed at _____ on this
_____ day of _____ by Sh./Smt. _____
_____ S/o. D/o. W/o. Sh. _____
Aged _____ resident of _____

Whereas the executants has submitted a copy of the PMT certificate No.
_____ / letter NO. _____ dated _____ issued by the GM, DIC, _____
showing the commencement of production on the Plot No. _____ in phase
_____ measuring _____ Sq.Yd., _____ Focal
Point _____ allotted/ transferred in his/ her/ their
favour by PICTCL vide letter No. _____ dated _____

And whereas the PICTCL, Chandigarh has asked the executants to
furnish indemnity bond confirming the date of commencement of production shown in
the PMT certificate submitted by him/ them.

Now this indemnity bond witness to as under:-

1. That I/WE, am/are the allottee of Plot No. _____ Phase
_____ Measuring _____ Sq. Yds. In the Industrial Focal
Point _____ allotted to me by the Punjab Information and
Communication Technology Corporation Ltd., , Chandigarh vide allotment/transfer
letter No. _____ Dated _____
2. That as per clause No. _____ of the terms & Conditions of allotment, I/ we _____ was/
were required to bring the unit under production on the allotted plot No. _____
Phase _____ Focal point _____ after raising construction with in a period of _____
years from the date of allotment and to submit the copy of PMT certificate duly
issued and attested by General Manager, Distt. Industries Centre _____ as a proof
of having brought the unit into production on the allotted plot failing which extension
fee as per the terms of allotment/ decision taken by the Govt./PICTCL from time to
time and BODs of the PICTCL is leviable.
3. That I/ we have brought the unit into production on _____ after raising construction
of factory building on plot No. _____ IFP _____
4. That I/ we have been issued PMT certificate No. _____ dated _____ by the General
Manager, Distt. Industries Centre _____ evidencing the date of commencement of
production on the plot as _____.

5. That I have now submitted a photo copy of the above mentioned PMT certificate duly attested by GM,DIC,_____ in the office of PICTCL.

6. That in case it is found that the date of commencement of production mentioned in the PMT or any other particulars mentioned in the copy of the PMT are wrong/ false & PICTCL who is the absolute owner of the property in question would suffer any financial loss on account of false/ wrong PMT certificate, the executant, his/their property, legal heirs and persons shall be liable to make good the loss of any sort which may be sustained by the PICTCL at a later stage even after the transfer of plot in favor of any other person(s)/ party.

7. That the legal heirs./successors of the deponent shall also be liable to make good the financial loss, if any, suffered by the PICTCL due to submission of wrong & false documents depicting the date of commencement of production .

EXECUTANT

Witness:

1. _____

2. _____