

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. _____

Date: _____

Valid for the Year _____

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 team "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.

ANNEXURE-III

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 _____

5. Present Address

Village Town _____ Police Station _____

Post Office _____ Tehsil _____

District _____

Pin _____ State _____

6. Places of stay since birth:

Sl.	Village/Town	Tehsil	District	State	Period
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____

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

Sl.	Issuing Authority	Certificate No.	Issued Date	Valid up to
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

8. Gross annual income of the family*

Sl. No.	Source	Income (in Rs.)
1.	Salary	
2.	Business	
3.	Agriculture	
4.	Profession	
5.	Other source (Please specify)	
Total		

9. Asset Details of the family*

Sl No.	Asset	Area (in sq.yd/sq.ft)	Location
1.	Agricultural		
2.	Residential flat		
3.	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.		
4.	Residential Plot in areas other than the urban areas i.e. Rural Areas anywhere.		

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:

Signature of the Applicant

Date:

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
 - f) Ration Card
 - g) Electricity Bill
 - h) Gas bill
 - i) Driving license
 - j) Water bill.
- 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.