

**A N N E X U R E - II (See Para 12 )**  
**Application form for renewal of the agency of the Authorised Agent**

To.

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.....  
.....

Subject : Agency Registration No.....expiring on .....

Sir,

1. I desire to continue as an Authorised Agent for the sale of Small Savings Securities, which may be notified by the Government of India from time to time as securities which Authorised Agents may canvass.

2. My-
- (a) Full name : .....
  - (b) Father's name : .....
  - (c) Occupation : .....
  - (d) Business/office address : .....
  - (e) Residential address : .....
  - (f) Age : .....

3. I declare that (i) I am not a close relative (i.e.my wife, husband, legitimate child or step child, father/step father, mother/step mother, sister/step sister, brother/step brother, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law or daughter-in-law) of

- a) An employees working in the Department of Posts on a gazetted capacity anywhere in India.
- b) An official of the Department of Posts working in a non-gazetted capacity in the same State or Union Territory where the agency falls.
- c) An Official of the National Savings Organisation.
- d) I am not employed under the Centra or State/Union Territory, Government.

3. (A) I declare that none of my near relatives (i.e.my wife, husband, legitimate child or step child, father/step father, mother/step mother, sister/step sister, brother/step brother, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law or daughter-in-law) is employed under the Central or State/Union Territory Government.

**OR**

I give below the particulars of my near relatives (i.e.my wife, husband, legitimate child or step child, father/step father, mother/step mother, sister/step sister, brother/step brother, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law or daughter-in-law) who are employed under the Central or State/Union Territory Government :-

Name of Relative	Relationship with the applicant	Name & Address of office where employed
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- 1.
- 2.
- 3.
- 4.
- 5.

I attach the communication (s) in original from the Head(s) of Office/Department where the above mentioned person(s) is/are employed to the effect that there is no objection to my being appointed as Agent under the Standardised Agency Scheme.

4. I agree to abide by all the rules, regulations, instructions, etc. regarding the appointment of Authorised Agents at present in force and as may be amended from time to time.
5. I have/have not secured investment totalling not less than Rs.5,000/- during the period worked as Authorised Agent.
6. In the event of my appointment being approved, I shall execute a fresh agreement in form AAS-3/AAS-4.
7. I have already furnished security in cash/in the shape of Government securities totalling to the issue price of Rs.....which will continue as security deposit in the event of renewal of my agency.
8. I have already submitted Fidelity Guarantee policy of the value of Rs. \_\_\_\_ which covers risks from \_\_\_\_\_ to \_\_\_\_\_ F.G. Policy cover Note. \_\_\_\_\_ dated \_\_\_\_\_ issued by the \_\_\_\_\_.

Yours faithfully,

Place.....  
Date.....

(Signature of the Authorised Agent)

***(To be filled up in the office of the Appointing Authority)***

1. Application received on.....  
Scrutinised by.....  

Signature (Designation) on.....(Date)
2. Applicant's appointment as Authorised agent Approved on..... (date) after verifying the solvency of the sureties in cases where sureties are put up.
3. Agreement renewed on.....Date.....
4. Certificate(s) of Authority bearing number (s) issued on.....(Date).
5. Signature of Appointing Authority.....
6. Designation of Authority.....

Note : The declaration form, conduct certificates from two persons and Agreement duly complete duly will also be attached with this application.