

ANNEXURE – I  
(See Para 4)

APPLICATION FORM FOR APPOINTMENT AS AUTHORISED AGENT  
(To be used by individuals only)

To,

.....  
.....

Sir,

I desire to act as an Authorised Agent for the sale of Kisan Vikas Patras, 1,2,3, & 5 Year Time Deposits 6-Year National Savings Certificate (VIII Issue). N.S.S. 1992, M.I.S. Accounts and other small savings securities which may be notified by the Government of India from time to time as securities which Authorised Agent may canvas.

- 2. (a) My full name is .....
- (b) My father's name is .....
- (c) My occupation is .....
- (d) My business/office address is.....
- (e) My residential address is .....
- (f) My age is .....

3. I declare that (i) I am not a close relative (i.e. 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 employees of Department of Posts working anywhere in India in a gazetted capacity in the State where the agency falls. (ii) I am not a close relative of an employee of the National Savings Organisation and (iii) I am not employed under the Central 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, my father/step father, mother/step mother, brother/step brother, sister/step sister, 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, my father/step father, mother/step mother, brother/step brother, sister/step sister, 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 office where employed.
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 System.

4(a) I request that for the sale of certificates issued through post offices, I may be attached to the undernoted Post Offices.

- i) .....GPO/HPO/SPO/BPO
- ii) .....GPO/HPO/SPO/BPO
- iii) .....GPO/HPO/SPO/BPO

(b) In respect of certificates issued through other agencies, I may be attached to the following office(s) :-

- i) .....
- ii) .....
- iii) .....

5. \*In the event of my appointment being approved, I shall -

- (a) put up two acceptable sureties each guaranteeing to the extent of Rs. \_\_\_\_\_  
**OR**
- (b) furnish security in cash or in the shape of Government securities totaling to the issue price of Rs. \_\_\_\_\_  
**OR**
- (c) furnish one surety of a bank for Rs. \_\_\_\_\_  
**OR**
- (d) furnish a Fidelity Guarantee Policy of the value of Rs. \_\_\_\_\_

6. I agree to abide by all the rules, regulations, instructions, etc, regarding the appointment of authorized agents at present in force and as may be amended from time to time.

7. I previously worked as Authorised Agent

8. I may be allowed to obtain Receipt Books from (Name and address of Issuing Authority).  
.....  
.....

9. Give names and addresses of two \* responsible persons known to you

- (1) .....
- (2) .....

10. I enclosed herewith in triplicate, my specimen signature

Yours faithfully,

(To be filled up only If the application is recommended by somebody)

I recommend this applications :

Name \_\_\_\_\_ Signature \_\_\_\_\_

Full address \_\_\_\_\_ Designation \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

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

(1) Application scrutinized by \_\_\_\_\_

Signature \_\_\_\_\_ Designation \_\_\_\_\_

(2) Applicant's appointment as authorized agent approved on \_\_\_\_\_  
(Date) after verifying the solvency of the sureties, in cases where sureties are put up.

(3) Agreement completed on \_\_\_\_\_  
(Date)

(4) Certificate(s) of Authority bearing number(s) issued on \_\_\_\_\_  
(Date)

(5) Signature of Appointing Authority \_\_\_\_\_

(6) Designation of Appointing Authority \_\_\_\_\_

Date \_\_\_\_\_

**AFFIDAVIT**  
**(To be furnished by the SAS Agent alongwith the application)**

I, ..... S/o, W/o, D/o, Shri .....  
solely affirm that :-

1. I am not an employee of the State, or Central Government and undertake to report to the appointing authority and to give up the agency whenever I enter such employment.
2. None of my near relatives is employed in the National Savings Organisation anywhere in India.
3. None of my near relatives is employed in the Postal wing anywhere in India in gazetted capacity and in non-gazetted capacity anywhere in the State where the Agency falls.
4. I declare that none of my near relatives is employed under the State or under the Central/State Government.

I give below the particulars of my near relative (s) who is/are an employee under the Central State Government.

Name of the close relative	Relationship	Particulars of office where Employed
1.		
2.		
3.		
4.		
5.		

5. I attach No Objection Certificate from the Head(s) of Office/Department where the mentioned persons is/are employed to the effect that there is no objection to my taking up agency system.

A person will be regarded as near relative if the official is the person wife/husband/ father/step father/mother/step mother/legitimate child/step child/bro brother/sister/step sister/sister-in-law/ brother-in-law/son-in-law/daughter-in-law/father-in-law/mother-in-law.

**DEPONENT**

Date : \_\_\_\_\_  
Place : \_\_\_\_\_  
Signed in my present : \_\_\_\_\_

<b>(1) Name &amp; address</b>	<b>Signature</b>	<b>(2) Name &amp; address</b>	<b>Signature</b>
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