

APPLICATION FORM FOR ISSUANCE OF RESIDENCE CERTIFICATEPaste Applicant
Photo

(Fields marked * are mandatory)

Service Payment Details :

1.Service Charges of the kiosk Operator =	18.00
2.Printing Charges per unit =	10.00
3.Scanning Charges per unit =	5.00
4.Degs Charges fee =	2.00

(The amount may vary based on no of printing and scanning page counts)

The Acknowledgement of receipt of Application / Delivery of Certificate and

Payments received from the citizens shall be issued free of cost by the CSC operator to the citizens.

Applicant's signatutre

Documents RequiredMandatory DocumentsSupporting Documents

1. Proof of residence- RoR
2. Land Pass Book
3. EPIC
4. Any other document in support/claim

Delivery Time Lines ; Estimated Timelines To Process The Application (Expected Date of Delivery) :**Fill all the details in the block letters****Personal Details**

Applicant Name* :- _____

Gender* :- _____ Marital Status*:- _____

Date of Birth* :- _____ Age* :- _____

Parents Details

Father Name* :- _____

Mother Name* :- _____

Spouse Details

Spouse Name* :- _____

Relation With Applicant* :- _____

Contact Details

Phone No :- _____ Mobile No :- _____

Email :- _____

Permanent Address

House No/Name* :- _____ Village * :- _____

District * :- _____ Sub Division * :- _____

Tahsil * :- _____ RI Circle * :- _____

Block * :- _____ Police Station * :- _____

Post Office * :- _____ Pin * :- _____

Submitter Details

Is applicant and submitter are same? * Yes No

Submitter's Name* :- _____

Relation With Applicant* :- _____

Present Address

Is Present Address Same as Permanent Address?

Yes No

(If "No" please fill the Present address given below)

House No/Name* :- _____

Village * :- _____

District * :- _____

Sub Division * :- _____

Tahsil * :- _____

RI Circle * :- _____

Block * :- _____

Police Station * :- _____

Post Office * :- _____

Pin * :- _____

Land Record Details

Is ROR Produced? Yes No

(If "YES" please provide the LandRecord Details)

District* :- _____

Sub Division * :- _____

Tahsil * :- _____

RI Circle * :- _____

Police Station * :- _____

Mouza(Revenue Village) * :- _____

Khata No * :- _____

Recorded Tenant (Land Owner) * :- _____

Relation of the applicant with Recorded

Tenant * :- _____

Plot Details

Sl No.	Plot No *	Area *	Kisam *
1			
2			
3			
4			
5			

Mandatory Fields

Purpose * :- _____

For how many years the applicant is residing in the above house *:- _____

Regd. Sale Deed No :- _____ Regd. Sale Deed Date :- _____

Whether the applicant is able to read,write & speak in Oriya : Read Write Speak

Whether the applicant has passed Oriya up to M.E. Standard : Yes No

I, Shri / SmtSon of / Daughter of / Wife of

..... resident of village P.S.

..... District and particulars stated above are true to the best of my

knowledge and belief and that they are exhaustive and I have not suppressed any fact. In case it is detected later on that any of the facts stated herein wrong or that I have suppressed some material facts, I shall be liable for prosecution under the relevant law.

Signature of the applicant.