

**Form No. V****Application for Grant of Employment Generation Subsidy under the West Bengal Incentive Scheme 2007 for Micro & Small Scale Enterprises.**

To  
 The General Manger/Officer in Charge  
 District Industries Centre/ Sub DIC  
 .....,West Bengal

Sir,

I,..... son/daughter/wife  
 of.....Proprietor/Partner/Director/  
 Managing Director/Chairman/Authorized Signatory on behalf of the unit/enterprise known as  
 .....hereby apply for grant of Employment Generation Subsidy of  
 Rs.....(Rupees.....) only as  
 admissible under the provisions of the West Bengal Incentive Scheme 2007 for Micro and Small Scale Enterprises.

The necessary particulars are furnished below:-

- i) Name of the applicant unit/enterprise
- ii) Nos and dates of filling of E.M. (Parts I / II) with DIC/Sub DIC
- iii) No and date of registration under WBIS 2007 for MSEs
- iv) No and date of eligibility certificate under WBIS 2007 for MSEs
- v) Date of commercial production/operation of the unit/enterprise
- vi) Employment created in the project
 

Category	General	Women	SC	ST
Managerial				
Factory Workers				
Other Workers				
Total				
- vii) Details of Code No allotted to the employer by :-
  - a) Regional Provident Fund Commissioner
  - b) Director, Employees State Insurance
- viii) Contribution made by the employer to :-
  - a) Employees State Insurance (ESI)
  - b) Employees Provident Fund (EPF)

Month	ESI	EPF
April		
May		
June		
July		
August		
September		
October		
November		
December		
January		
February		
March		
<b>Total</b>		

- 
- viii) Percentage of employees recruited through  
Employment Exchange of the State

The particulars furnished hereinbefore are according to our books of accounts and records are true to the best of my knowledge and belief. A certificate to this effect from the Regional Provident Fund Commissioner and/or Director, ESI is enclosed.

Signature of the applicant

Date :

Place :

Name and Status of the Signatory

Documents to be enclosed:

1. Copies of documents regarding contributions made to ESI/EPF
2. A statement showing the names of workers, their age, date of appointment, nature of appointment and nature of work, employment exchange card number and attested copies of employment exchange card.
3. Certificate from the Regional Provident Fund Commissioner/Director, ESI as per Annexure-I

---

---

**Annexure-A**

**Certificate to be issued by the Regional Provident Fund Commissioner/Director, ESI (as the case may be)**

Certified that M/s. \_\_\_\_\_ having its Registered/Head Office/  
Local Office at \_\_\_\_\_ have contributed an amount of  
Rs \_\_\_\_\_ (Rupees \_\_\_\_\_  
\_\_\_\_\_ )only on account  
of \_\_\_\_\_

Signature

Seal

Date

Place