

**THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)**

31, BLACK BURN LANE, (2ND FLOOR), SILPA BHAWAN, KOLKATA - 700 012.

**APPLICATION FORM FOR TRANSFER OF PLOT / SHED / STALL / BUILDING SPACE IN
INDUSTRIAL / COMMERCIAL ESTATE.**

FORM - B (To be filled by Transferee)

To

The Estate Manager,
The W.B.S.I.D.C. Ltd.,
Silpa Bhavan, 2nd floor,
31, Black Burn Lane,
Kolkata - 700 012

Sir,

I / We hereby apply for transfer of the following Plot / Shed / Stall / Building Space in the following Industrial / Commercial Estate in my favour from _____
_____.

I / We furnished following particulars and documentary evidences for above application -

- 1) a) Name & Address of the Company :

b) Name of present Proprietors / Partners / Directors :
c) Memorandum of Articles attached : Yes _____ No. _____
d) From - 32 attached : Yes _____ No. _____
e) From - 20B attached : Yes _____ No. _____
- 2) Name of Commercial / Industrial Estate -
- 3) Plot / Shed / Stall / Building Space No. for which applied- :
- 4) Area / size as per allotment letter / lease deed :
- 5) a) Short Term / Long Term :
b) Date of Lease Deed :
c) Valid upto :
- 6) Nature of Activity to be undertaken / use of plot / shed / stall etc. :
- 5) Project Report submitted : Yes _____ No. _____

- 6) a) Whether S.S.I. Unit :
 b) If yes, E.M.-I / E.M.-II No. :
 c) Total cost of Project (Rs.) :
 d) Total Employment – Direct and indirect :
 e) Electricity required (in KVA) :
- 7 a) Whether the transferee has any Plot / Shed / Stall / Building Space in any Industrial / Commercial Estate under the W.B.S.I.D.C. Ltd.
 b) If yes, details :
 - i Name of I.E. or C.E.
 - ii Plot / Stall / Shed / Building Space :
No.
 - iii Size / Area :
 - iv Name of Lease : L.T. _____ , S.T. _____
 - v Date of Lease :
 - vi Date of Expiry of Lease :
 - vii Whether all dues paid. :
 - a) Lease Premium : Yes _____ No. _____
 - b) Annual / Monthly Rent : Yes _____ No. _____
 - c) Maintenance Charge : Yes _____ No. _____
 - d) If any above of is not paid give :
details
 - viii Whether Unit is functioning or not. :
 - ix Whether there is any Eviction Case / Court Case against the W.B.S.I.D.C. Ltd. :
 - x Whether there is any Unauthorised Construction or Encroachment. :
- 8) If the transferee unit is a Pvt. Ltd. Company, copy of Resolution of transfer attached. : Yes _____ No. _____
- 9) The amount to be paid by the Transferee Unit to the Transferer (in Rs.) :
- 10) Enclosures -
 a) Trade License :

- b) Clearance Certificate regarding Professional :
Tax
- c) Clearance Certificate / registration :
regarding Service Tax
- d) ITR of last 3 Assessment Years :
- e) Copy of Project Partnership Deed / Articles :
& Memorandum of Association and
Certificate of incorporation by the Registrar
of companies.
- f) Copy of S.C./ S.T. Certificate, Disability :
Certificate / Ex-Serviceman card etc. if
applicable
- g) Attested copy of Elector's Photo Identity :
Card / Proof of residential address like
Telephone Bill / Electricity Bill / Tax
Receipt from Municipality / Panchayat

11) Details of Application Fee-

DD / Pay Order No.-

Bank Name –

Amount (Rs.) -

The information given above is true to the best of my knowledge and I undertake to abide by the general terms and conditions of the West Bengal Small Industries Development Corporation Ltd.

Date : _____

Signature of the Applicant (in full)

Seal of the Company / Firm / Proprietor	Name (in full) _____
	Designation in the Company / Firm _____ _____

For Official Use

Date of Submission : _____

Signature of Receiving Assistant _____