

## **FORM - III**

Name \_\_\_\_\_

Address \_\_\_\_\_

Date :

To,

\_\_\_\_\_  
\_\_\_\_\_

### **SUB : APPLICATION FOR ISSUE OF RESIDENCE CERTIFICATE**

Sir,

I, the undersigned request you to kindly issue me residence certificate as per below given address as I am residing at \_\_\_\_\_ since my birth / since last \_\_\_\_\_ year and \_\_\_\_\_ months.

#### **THE DETAILS OF MY PLACE OF RESIDENCE, PERIODICITY ETC., ARE AS UNDER**

- 1) a) Full Name of the applicant  
Age \_\_\_\_\_ married / unmarried \_\_\_\_\_
- b) Parent's / Husband Name
- 2) Occupation
- 3) Name of the head of the household in which he/she applicant residence
- 4) Place of Residence
- 5) House No.
- 6) House is located at i.e. Village, Vaddo/Street etc.
- 7) Name of Village Panchayat, Municipal Council
- 8) The period of residence or since when the applicant resides at the above in referred place
- 9) The place of residence prior to the place of residence as indicated above in case the applicant was not staying continuously at the above given address.
- 10) If employed where employed during last 6 (six) months
- 11) If business, the place of business during the last 6 (six) months.
- 12) If student the place of study during the last 6 (six) months.  
Name of school Institution and standard in which studying
- 13) Relationship of the applicant with the head of household with whom she / he resides
- 14) Whether the applicants name is included in the ration card of this taluka and the electoral roll. In the affirmative indicate ration card no. and since when it is included.
- 15) Whether the applicants any immovable property or share in it in the place of residence and if so give details, whom it is to be produced
- 16) Purpose for which the residence certificate is required

PLACE : \_\_\_\_\_

**SIGNATURE OF APPLICANT**

DATE : \_\_\_\_\_

**N.B. :** If it is found that the replies given by the applicant to the question set above to any of them are incorrect, are summarily cancelled.