

DETAILS OF THE PROPOSED UNIT

- A. Nature/style of proposed unit: If the proposed unit is:
- a) If proprietorship, then Name of the Proprietor _____

 - b) PAN No. _____
- B. If the proposed unit is a Registered Partnership firm, the following documents are required.
- Total Number of Partner(s)/Share holders in words & figure whose details must be submitted separately in Annexure (B)
- i. Certified copy of Partnership deed.
 - ii. Form – A or relevant form issued by concerned Registrar of Firms
 - iii. Form – B or relevant form issued by concerned Registrar of Firms.
- C. If the proposed unit is a Pvt..Ltd /Ltd..Company, the following documents are required.
- i. Certified copy of Certificate of Incorporation/Certificate for Commencement of Business.
 - ii. Certified copy of Memorandum & Articles of Association
 - iii. List of Directors/Certified by C.A.
 - iv. List of Shareholder Certified by C.A. (Not applicable if the company is listed with stock exchange)
 - v. Resolution of the Board of the Company.
- Note:** After allotment all the relevant information/documents should be submitted before the execution of lease deed or as demanded by the Authority.
- D. Full Name of all Promoters/Directors/Share Holders/Partners:

Sl. NO.	Full Name	Father/Husband's Name	Residential Address	PAN No.	%age of share-holding
1.					
2.					
3.					
4.					
5.					
6.					

ANNEXURE-B

(Use separate sheet for each Promoter /Director / Partner/ Proprietor/ Shareholder)

1. Name of Promoter/Director/Partner/Proprietor/Shareholder _____

2. Father's /Husband's Name _____
Age _____

3. Address:
Office _____

Residence _____

Phone No(s) _____ Fax No(s) _____
E-mail _____

4. Details of the unit with which signatory is associated with:

S.No.	Name of Unit	Address	Status/Position of Signatory In the unit	%Shareholding of signatory in the unit.	Annual Turnover of the unit
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(Use separate sheet if necessary)

5. Details of the industrial locations in Noida and Greater Noida which have been acquired by the signatory in the past as Proprietor/ Partner/ Director/ Promoter:

S.No.	Location	Present Status of Signatory in the Unit	Present Status of signatory in the unit	%age of shareholding
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6. Permanent Income Tax Account No. Ward/circle, Town/ City where signatory is assessed for income Tax and Wealth Tax.
 7. Proposed financial contribution of the signatory in the proposed unit along with sources from where it would raise the same.

Verification

The particulars given above pertain to me and are true to the best of my knowledge and belief. I and/ or any of my units stated above are not defaulters of any financial institution(s)/banks(s).

Date:	Signatory must be the promoter/
Place:	Director / Partner/Proprietor
	to whom the above details pertain.

NOTE:

1. No correspondence shall be made with applicants, whose application(s) are rejected/unsuccessful short listed applicants. However, their registration money would be refunded by the registering banks, without any interest within three months.
2. In case of any fault/dispute the decision of the Chief Executive Officer, Greater Noida Industrial Development Authority shall be final and binding on the applicant(s).

SPECIAL TERMS AND CONDITIONS FOR ALLOTMENT OF INDUSTRIAL PLOT

A. AVAILABILITY OF PLOTS FOR ALLOTMENT

Sl. No.	Plot Size	No. of Plots (in sq.mtrs)	Registration Amount (10% of the premium)	Rate of allotment
1.	250	15	2,41,500/-	Rs. 9,660/-
2.	450	170	4,34,700/-	per square
3.	1000	150	9,66,000/-	meter
4.	2000	65	19,32,000/-	
TOTAL PLOTS		400		

Number and size of plots may increase or decrease depending on the availability of land on site.

CEO reserves the right to withdraw any plot for the allotment process at any time, without assigning any reason.

A-1. ELIGIBILITY CRITERIA FOR APPLICANTS (PLEASE FILL IN ANNEXURE-C)

- a) A SOLE PROPRIETOR, A REGISTERED PARTNERSHIP FIRMS, A DULY INCORPORATED PRIVATE LIMITED COMPANY WITH PAN NO., PROPOSED PARTNERSHIP FIRM/COMPANY CAN ALSO SUBMIT APPLICATION PROVIDED ALL THE NAMES OF PROPOSED PARTNERS/ DIRECTORS/ SHAREHOLDERS ARE STATED ALONG WITH THEIR INDIVIDUAL PAN NO. IN APPLICATION FORM.
- b) APPLICATION FORMS WITHOUT PAN NO. OR INDICATING PAN NO. APPLIED FOR WOULD BE SUMMARILY REJECTED.
- c) EXISTING NOIDA AND GREATER NOIDA ALLOTTEE(S)/ TRANSFEREE(S) WHO HAVE FULLY UTILISED THE EXISTING INDUSTRIAL PROPERTIES FOR THE PERMITTED INDUSTRIAL PURPOSE MAY APPLY.
- d) GREATER NOIDA AND NOIDA ALLOTTEE(S)/TRANSFEREE(S) WHO HAVE TRANSFERRED/ PARTLY CHANGED THE CONSTITUTION OF INDUSTRIAL PROPERTY OUTSIDE SPECIFIED FAMILY MEMBERS ARE NOT ELIGIBLE TO APPLY. HOWEVER IN CASES OF 100% CIC IN

ONE GO BEING AT PAR WTH TRANSFER CASES ARE ELIGIBLE TO APPLY.

- e) THE FUNCTIONAL UNITS OF GREATER NOIDA AND NOIDA WHO HAVE OBTAINED RENTING PERMISSION IN FAVOUR OF HIS/HER/THEIR BLOOD RELATIVES WITHOUT PAYING THE REQUISITE RENTAL PERMISSION FEES, SHALL BE ELIGIBLE TO APPLY IN THE SCHEME.
- f) THE FUNCTIONAL UNITS OF NOIDA WHO HAVE BEEN ALLOTTED INDUSTRIAL PLOTS IN RESERVE CATEGORY SCHEME IN NOIDA BY DRAW OF LOTS ARE NOT ELIGIBLE TO APPLY UNDER RESERVE CATEGORY, THOUGH CAN APPLY UNDER GENERAL CATEGORY SUBJECT TO FULFILMENT OF CLAUSE (I) HEREUNDER.
- g) NOIDA AND GREATER NOIDA ENTREPRENEURS WHO HAVE TRANSFERRED THE ORIGINAL PLOT AND FURTHER PURCHASED AN INDUSTRIAL PLOT OF BIGGER SIZE FROM OPEN MARKET SHALL BE ELIGIBLE TO APPLY PROVIDED THE NEW UNIT IS DECLARED FUNCTIONAL BY THE AUTHORITY BEFORE OPENING DATE OF THE SCHEME.
- h) ONLY ONE APPLICATION SHALL BE ENTERTAINED FROM A UNIT DECLARED FUNCTIONAL UNITS WHO MAY BE SOLE PROPRIETOR /PARTNER/DIRECTOR /SHAREHOLDER OR HIS/HER /THEIR SPOUSE. IN CASE OF MORE THAN ONE UNIT IN SAME CONSTITUTION ONLY ONE APPLICATION SHALL BE ENTERTAINED.
- i) EXISTING NOIDA AND GREATER NOIDA ALLOTTEES APPLYING UNDER RESERVED CATEGORY ARE ELIGIBLE TO APPLY PROVIDED THAT THE EXISTING UNIT IS DECLARED FUNCTIONAL BY THE AUTHORITY CONCERNED BEFORE OPENING DATE OF SCHEME AND ALSO TO SUBMISSION OF NO DUES CERTIFICATE FROM THE AUTHORITY CONCERN AT THE TIME OF SUBMISSION OF APPLICATION FORM.

IN CASE OF VIOLATION OF (A)/(B)/(C)/(D)/(E)/(F)/(G) BY THE APPLICANT/ ALLOTTEE THEN THE ALLOTTMENT, IF ANY, UNDER THIS SCHEME WOULD BE CANCELLED AND DEPOSITED AMOUNT WOULD BE FORFEITED IRRESPECTIVE OF THE STATUS/STAGE OF THE CASE.

- j. The prescribed Application form for allotment of plots of above categories can be obtained from the following banks on payment of Rs. 1100/-

Sl. No.	Name of the Bank	Address of the Bank/Branch	Bank Code No.
1.	Bank of Baroda	Sector Gamma-II Commercial Complex, Greater Noida	001
2.	Bank of Baroda	Ganga Shopping Complex, Sector 29, Noida	002
3.	Bank of Baroda	Gandhi Nagar, Ghaziabad	003
4.	HDFC Bank	Sector Alpha-I Commercial Complex, Greater Noida	004
5.	HDFC Bank	Sector-18, Noida	005
6.	HDFC Bank	Darbarilal Sharma Marg, Lucknow	006
7.	Indian Bank	Jagat Farm, Gamma-I, Greater Noida	007
8.	Indian Bank	Connaught Place, New Delhi	008

k. The applicant will submit their application along with the following documents:

- The duly filled in application form must be submitted in any of the aforesaid bank branches alongwith proposal / project report and other statutory documents.
- The applicant must attach a non-refundable & non-adjustable Processing Fee of Rs. 15000/-
- Registration money equivalent to 10% of total premium of the plot area which is either adjustable or refundable for which application is being submitted should be deposited.
- The present rate of allotment of industrial plot is Rs. 9660/- per square meter (upto 4000 square meter).
- Revised rate shall be payable by the allottee(s) in case the Authority makes any revision/ change in the rate of industrial allotment.
- The rate prevailing on the date of issue of allotment letter would be applicable.
- Rs. 1100/- would also be deposited in addition to registration money and processing fee, in case application form is downloaded from website. (www.greaternoidaauthority.in).

- The registration amount and processing fee as stated above would be deposited through a bank draft in favour of Greater Noida Industrial Development Authority and payable at any scheduled bank of New Delhi / Noida / Greater Noida.
 - The applicant will also submit an affidavit (See Appenxix-2) to the effect that the information given in the application is true and correct and if any part of it is found to be false or concealed, the Authority will have right to cancel the plot irrespective to the deposit of money till that stage when the malafide is revealed.
- I. After scrutiny of the application form along with the requisite documents will be included for draw of lots. The incomplete application / without requisite documents will not be entertained and will be cancelled.

A-2 RESERVATION

SUBJECT TO FULFILMENT OF ELIGIBILITY CRITERIA, 50% OF THE PLOTS AVAILABLE IN THIS SCHEME ARE RESERVED TO PROPRIETOR (S)/ PARTNER(S)/ DIRECTOR(S)/ SHARE HOLDER(S), THEIR SPOUSE AND CHILDREN OF THE FUNCTIONAL INDUSTRIAL UNITS OF NOIDA AND GREATER NOIDA ALLOTTED BY NOIDA AND GREATER NOIDA AUTHORITY,AND 50% WILL BE OPEN FOR OTHER CATEGORIES.

If the applications received are less than the plots under reservation category then remaining plots shall be transferred to general category.

A-3. PROCEDURE FOR ALLOTMENT

Application form filled up in all respect will be scrutinized and the form qualifying will be included for draw of lots and the successful applicants will be issued allotment letter with the approval of the Chief Executive Officer (CEO) of the Authority. Unsuccessful applicants will be refunded the registration amount deposited without interest within three months from the date of draw of lots by the concerned Bank.

After the approval of the CEO, allotment letters will be issued within 30 days from the date of the draw of lots by the General Manager /Manager (Industries) with the condition that the allottee will submit an under-taking

at the time of depositing of the Allotment money on a non-judicial stamp paper of Rs.10/- to the effect as enumerated in the enclosed Appendix-3.

A-4. MODE OF PAYMENT AND PAYMENT PLAN

1. The allottee will have to pay 10% of the total premium of the plot shall be deposited with application form as registration money. The Registration money of the unsuccessful applicants will be returned without interest after rejection of application. Successful applicant/ allottee has to pay additional 20% of the total premium within 60 days of issue of allotment letter as allotment money without interest. The allotment would stand cancelled in case of non-payment of the allotment money within the stipulated time. No time extension is permitted to deposit the allotment money. However, under special circumstances, the Chief Executive Officer, or the officer authorized by him, if deems fit, can grant an extra period for payment of allotment money. In such cases, the allottee will have to pay interest @ 15% compounded half yearly for such extended period.
2. The balance 70% of the total premium shall be paid in 14 equal half yearly installments with interest @ 12% p.a. The first such installment will become due on 30th June or 31st December, whichever comes first, after six months of the date of issue of the allotment letter. It is clear that in case of default in payment as per schedule, interest @ 15% compounded half yearly shall be payable on the defaulted amount.
3. If the allottee opt for one time lumpsum payment of the whole premium rebate of 5% (five percent) of the total premium shall be granted. If allottee opt to deposit lumpsum balance amount at a latter stage, the rebate of 5% shall be granted only for the amount payable till date with interest.
4. All payments should be remitted by due date. In case the due date is a bank holiday then the allottee should ensure remittance on the next working day.
5. The payment made by the allottee will first be adjusted towards the interest due if any, and thereafter the balance will be adjusted towards the lease rent payable and the premium due.
6. Lease Rent shall be paid in accordance with Clause A-5 of this brochure.
7. In case of allotment of additional land, the payment of the premium of the additional land shall be made in lump sum within 30 days from the date of communication of allotment of the said additional land.

NOTE:

- i. For the purpose of this document the date of issue of allotment letter shall be reckoned as date of allotment.
- ii. The date of execution of lease deed shall be reckoned as the date of taking over of possession.

A-5. LEASE RENT

In addition to the premium of plot, lease rent shall be chargeable from the date of execution of lease deed @ 2.5% of the total premium p.a and shall be payable annually in advance. In case of default in payment of lease rent, interest @ 15% shall be charged on the defaulted amount for the defaulted period. The annual lease rent may be enhanced on expiry of every 10 years.

The allottee shall have an option to pay a lump sum amount equivalent to 11 times of the annual lease rent i.e.27.5% of total premium before the due date for execution of lease deed as ONE-TIME LEASE RENT. IN CASE THE ALLOTTEE DESIRES TO PAY ONETIME LEASE RENT AT A LATTER STAGE HE MUST HAVE TO PAY 11 TIMES OF THE ANNUAL LEASE RENT I.E. 27.5% OF THE TOTAL PREMIUM, THE LEASE RENT ALREADY PAID TILL SUCH DATE WILL NOT BE ADJUSTED.

NOTE: - If the allottee chooses the option to pay annual lease rent at the time of execution of lease deed, he can subsequently exercise his option to pay one time lease rent indicated above.

A-6. LEASE DEED EXECUTION AND POSSESSION

1. The allottee would be required to execute the lease deed and get the same registered within 60 days from the date of issuance of the check list. In case the allottee fails to get the lease deed registered within 60 days from the date of issuance of the check list, in exceptional circumstances, time extension may be granted on payment of penalty @ 2.5% of the premium of the plot plus Rs. 20/- per square meter per year computed on day-to-day basis.
2. Allottee is required to take physical possession of the industrial property(ies) within 15 days from the date of execution of legal documents. If the allottee fails to take the possession within the stipulated time, the possession of the industrial property(ies) will be given

subsequently but would be deemed to be in possession of the lessee with effect from the due date of possession i.e. 15 days from the date of Registration of Lease Deed, or date of deposit of penalty whichever is later.

A-7. PERIOD OF LEASE

The allotment of plot will be made on leasehold basis for a period of 90 years from the date of execution of lease deed.

A-8. COST OF STAMP DUTY

The stamp duty, registration charges and all legal expenses involved in the execution and registration of lease deed as stated above and all other incidental expenses shall be borne by the allottee. The rate of stamp duty is applicable as per the notification issued by the State Government from time to time. The allottee/transferee shall also pay the duty on transfer of immovable property levied by the authority from time to time.

A-9. LOCATION CHARGES

The location charges shall be payable by the allottee/lessee @5% of the total premium before execution of the lease deed in lump sum, in case the allotted plot is located on 45 mtr. or above size roads, provided that the allotment is of size 15 acres or less than that.

A-10. CONSTRUCTION

The lessee/allottee shall construct the boundary wall as well as the building of the industrial unit only after getting proper sanction of the building plan by the lessor in accordance with the prescribed architectural controls and relevant Building Regulations as well as any specific directions that may be issued by the lessor.

A-11. FUNCTIONAL / COMPLETION

It will be essential for the units to become functional/completion within 36 months from the date of execution of lease deed. If the unit has not become functional/completion within 36 months, the unit must submit a written request for extension of the period. The time extension will be allowed on payment of Rs. 50/- sq.mtrs for the first year, Rs. 100/- per square meter each year for the next six coming years and Rs. 150/- per

square meters for 8th year. The calculation of the penalty will be on monthly basis.

Verification

I/We _____ have gone through the above terms and conditions and also the terms and conditions enumerated under heading “General terms and conditions” for allotment of Industrial plot and agrees to abide and hereby duly signed as a token of acceptance of the terms and conditions of the Industrial Plot Scheme.

I, the undersigned, do hereby certify that all the statement made in our Application, including in various Annexures & Formats, are true and correct and nothing has been concealed.

Signature of Authorised signatory
Stamp of applicant with name and Status / designation
Signature duly attested by Bank Manager

(To be furnished on non-judicial stamp paper of Rs.100/- duly attested by notary public, by the sole Applicant or by Each Member/ partner/share-holder (s).

Affidavit

I _____ s/o _____
aged _____ years _____
proprietor/owner / director/ partner/ authorized signatory of _____

r/o _____
do hereby solemnly affirm and state as under:

1. That I am the proprietor/owner / director/ partner/ authorized signatory of _____
and competent to swear and submit this affidavit on behalf of the Company/Firm.
2. That the information given in the application is true and correct and if any part of it is found to be false or concealed, the Authority will have right to cancel the plot irrespective to the deposit of money till that stage when the malafide is revealed.

Deponent

I _____, the
Deponent swear and declare the above affidavit are true and correct to my best of knowledge and no part of it is false or concealed.

Deponent

Place :

Date:

APPENDIX (A-3)

(To be furnished on non-judicial stamp paper of Rs.100/- duly attested by notary public, by the sole Applicant or by Each Member/ partner/share-holder(s)).

Affidavit

I _____ s/o _____
Aged _____ years _____ proprietor/owner /
director/ partner/ authorized signatory of _____

_____ r/o _____
_____ do hereby solemnly affirm and state as under:

That I am the proprietor/owner / director/ partner/ authorized signatory of _____
_____, and competent to swear and submit the following:

- 1) That the Unit product does not fall under polluting categories.
- 2) That the Company /Firm will get NOC from U.P. Pollution Control Board & SSI Certificate from concerned department of U.P. Govt.
- 3) That the deponent is aware of the fact and law of the Authority that it is mandatory to submit the above documents to the Authority before the execution of the Lease Deed and if the Deponent fails to submit the above documents, he will be bound to follow the instructions/punishment as imposed by the Authority.
- 4) That the Deponent is also known about the fact that non-submission of the above documents may also lead to cancellation of his candidature/ allotment of the land for which he has applied.
- 5) That the Deponent assures and declare that in case of violation of above directions, GNIDA will be free to take any decision as it deem fit and appropriate.

Deponent

I _____, the Deponent swear and declare that para 1 to 5 of the above affidavit are true and correct to my best of knowledge and no part of it is false or concealed.

Deponent

Place :

Date:

ANNEXURE – C

1. Name of the Applicant_____

2. Name & Status of the authorized person_____

3. Address

(i) Present _____

(ii) Permanent _____

4. Number of the industrial unit (s)/ plot (s)/ shed (s) Acquired in Noida by way of Allotment/ Transfer/ Change in constitution/on rent where the Applicant his spouse/Proposer his spouse is/was sole prop/ Partner/ Director/ Shareholder

Sl. No.	Unit/Plot/ Shed No	Area (in sq.mtrs)	Project	Mode of Acquisition	Status of the applicant	Present status of the Unit
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5. Whether the above plot (s)/Shed(s) is self occupied or rented out. If rented out please give details.

6. Details of industrial plot (s)/Shed(s)/ unit(s) In Noida and Greater Noida which have been transferred Or in which changes in constitution have taken Place where the applicant/his spouse was sole Prop/Partner/ Director/ Shareholder.

Sl. No.	Unit/Plot/ Shed No.	Area (in sq. mtrs)	Project	Date of Transfer/change in constitution
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7. It is mandatory to enclose attested photocopy of the functional certificate which must be issued before the date of opening of the scheme; and photocopy of the No Dues Certificate issued by the concerned Authority to the unit already running in Greater Noida or Noida area. Without these, the applicant should not avail the benefit of reserve category.

Authorized Signatory

NOTE :

1. Please write N/A and countersign if the clause 4 and 5 are not applicable.
2. Signatory would only be the promoter/ Director/Partner/Proprietor to whom the above details pertain.

Place :

Date :