

# FORM FOR ISSUE OF RESIDENCE CERTIFICATE

## Form –III

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

Dated :- \_\_\_\_\_

To  
The Mamlatdar of \_\_\_\_\_

\_\_\_\_\_

Sub: Application for issue of residential certificate.

Sir,

I, the undersigned request you kindly issue me residence certificate as per  
the below given address, as I am residing at \_\_\_\_\_

since my birth/last \_\_\_\_\_ years.

1. Full name of the Applicant :-	
2. Occupation	
3. Name of head of the household in which the applicant resides	
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 residing at the above referred place: :-	
9. The place of residence prior in the place of resident as indicated above, in case the applicant was not staying continuously at the above given address:	
10. If employed, where employed during last 6 months:	
11. If in business the place of business During last 6 months	
12. If student the place of study during last 6 months. Name of the School/ Institute and standard in which studying:	
13. Relationship of the applicant with the head of household with whom she/he resides:	
14. Whether the applicant's name 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 applicant has any Immovable Property or share in the place of residence And if so, give details	
16. Purpose for which the residence Certificate is required and before whom it is to be produced:	

\_\_\_\_\_

**Signature of the applicant**

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

N.B. :If it is found that replies given by the applicant to the questions set above or any of them are incorrect and admission obtained shall be summarily cancelled.

Documents required: Apply in Form III addressed to the Mamlatdar of concerned Taluka with attested Xerox copies of Birth Certificate, Ration Card and School Leaving/Bonafide Certificate if any or any other document as proof of residence. Affidavit on stamp paper in case residence certificate is required for the purpose of marriage.