

CHECKLIST - FEC

No.	Particulars
1.	Application form for Registration duly filled, stamped and signed by authorized signatory.
2.	Copy of Registration Certificate issued under the Scheme
3.	Copy of Provisional Eligibility Certificate issued under the Scheme
4.	Copy of applicable industrial registration certificate (EM-II Registration /Udyog Aadhaar Memorandum / Udyam Registration / IEM Part - B / LOP etc.)
5.	Copy of Consent to Operate (CTO) from G.P.C.B. (If applicable)
6.	Sanction Letter of Term Loan from Bank / Financial Institution if any
7.	Appraisal Report from Bank/ Financial Institutes (If applicable)
8.	Project Completion Certificate from Financial Institute or Project Completion Certificate from authorized person, in case of self-finance. (In prescribed format)
9.	Statutory Auditor Certificate for Fixed Capital Investment (In prescribed format)
10.	Chartered Engineer's Certificate for Installed Capacity (In prescribed format)
11.	Detailed Expenditure Statement for Project (In prescribed format)
12.	In case of self-fabricated machines, machine wise valuation Certificate of Chartered Engineer (Mechanical) (In prescribed format)
13.	In case of imported second hand Plant & Machineries, certificate of residual life from Chartered Engineer.
14.	Certificate of Chartered Engineer (Civil) for Civil Works (In prescribed format)
15.	Copy of agreement for Technical knowhow, Design, Drawings and Patent(if applicable)
16.	Affidavit in prescribed format for local employment, Govt. dues / outstanding, court case against Govt. (In prescribed format)
17.	Copy of First SaleBill for the project
18.	Audited Balance Sheet (For all the financial years from the initiation of the project)
19.	Chartered Engineer's Certificate for Installed Capacity as well Utilization of Existing Capacity for Last Three Years from DoCP in case of Expansion (In prescribed format)
20.	Copy of Approved Building Plan
21.	Attendance Register of Employees
22.	Employment Statement (In prescribed format)

All Submitted documents along with the application form should be duly certified by proprietor/partner/director/Power of Attorney holder.