FORMAT-II

Name & full address of the FI/Bank (on letter head)

Reference No Dated

To

The Area Officer ()

National Horticulture Board

Plot No 85 Sector 18, Institutional Area

 Gurugram-122015 (Haryana)

Subject-Request for conducting Joint Inspection of the project of **(Name address along with survey /Khata no of project location along with activity with Capacity /Area)**--------------------------

Category- (Please tick) A. LOI/IPA case (Give LOI /IPA no ---------

 **B**. Direct subsidy claim (Non LOI case) ------

Sir,

Please find enclosed herewith the following documents/papers in respect of Completed project of (Name & address of Applicant) ----------------------------------- At------------------- Post---------------- Taluka--------------------- District ----------- State ---------------------. You are kind y requested to conduct joint inspection of the project for consideration of release of back ended subsidy. Original or attested/certified copy of following documents are being enclosed herewith.

1. **Documents enclosed being LOI/IPA case-**

|  |  |  |
| --- | --- | --- |
| S No | Particulars | Page no. |
| 1 | Certified copy of the Financial appraisal from the Bank/FIs |  |
| 2 | Certified copy of the Term loan sanction letter issued by the bank with details terms and conditions |  |
| 3 | Certified copy of the Term loan disbursement detail for the project  |  |
| 4 | Undertaking from promoter on stamp paper in prescribed format –II-C |  |
| 5 | Completion certificate of the project by bank/FIs on its letter head |  |
| 6 | Statement of vouchers examined/CA certificate in original used for assessing component wise cost and project cost in prescribed format (Format IV-A) |  |
| 7 | Certified copy of record of right over the piece of project land |  |
| 8 | Certified copy of Aadhar card of the beneficiary |  |
| 9 | Copy of RC in case of Tractor, Reefer van etc, wherever applicable |  |
| 10 | Certified copy of PAN and Voter ID card of the beneficiary, if available  |  |
| 11 | Certified copy of Subsidy Reserve Fund A/c of the beneficiary**\*** |  |
| 12  | Non availment/applied subsidy certificate from State Horti/Agri. Dept. |  |

**\*The Bank will open Aadhar linked Subsidy Reserve Fund A/c (SRFA) of beneficiary before forwarding subsidy claim to NHB.**

 (Seal and Signature of the Bank’s Officer)

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**B. DIRECT SUBSIDY CLAIM (NON LOI CASE)**

In addition to documents mentioned at Sr No 1 to 12 under LOI category, following additional documents are enclosed being Non LOI case-

|  |  |  |
| --- | --- | --- |
| S No | Particulars | Yes/No |
| 12 | Application form in the prescribed format of respective scheme **(FORMAT 1-A for scheme No-01 and FORMAT 1-B for scheme No-02)** |  |
| 13 | Detailed Project Report (DPR) |  |
| 14 | Prescribed cost of Application form and scheme brochure |  |
| 15 | Basic Data Sheet in prescribed format in case of cold storage **(FORMAT-1-B)** Ripening chamber **(FORMAT 1A)** and refer van and Protected cultivation projects as per case may be |  |

**It is certified that-**

1. Original of above documents pertaining to the projects are kept in Bank/FI, which can be shown at the time of random monitoring by the Board or any agency authorized by the Board.
2. The term loan in the project is not sanctioned for one or few components but for whole of integrated project as appraised.
3. The project is complete on (dated ----------) as per original project report and components not implemented will not affect viability of project adversely. It is also certified that activity and components considered by bank in the project are new.
4. Project and its components meets the Technical standards/Specifications prescribed by NHB for respective items given on NHB **website.** [**www.nhb.gov.in**](http://www.nhb.gov.in)
5. Project is implemented on land survey/Gat No ---------- Village ------------- Taluka- ------------ District- ------------------ and “No subsidy has been availed by the above said land holder(s)/ Borrowers in the past on the same piece of land from NHB/NHM as per record of the bank.
6. The subsidy will be kept in Aadhar linked Subsidy Reserve Fund Account No---------------------- of the Beneficiary against his/her Term loan Account No ------------------
7. The adjustment of the subsidy will be done strictly in accordance with the conditions of Sanction Letter and operational guidelines of NHB.
8. The subsidy will be refunded, If Term Loan Account of beneficiary becomes NPA
9. The information furnished is true to the best of my knowledge and belief and no material fact has been concealed
10. Certified that full sanctioned Term Loan has been disbursed by the Bank (In case loan not disbursed fully and restricted to some lower amount, the same may be certified by bank on its Letter Head separately)

(Seal and Signature of the Bank’s Officer)

Name of officer

Name of bank

Phone Fax Mobile No

E-mail

Date

Place-

**Copy to:-**

1. The Officer In-charge/Deputy Director, NHB, **(Address of concerned state office of NHB)**