



TAMILNADU SINGLE WINDOW PORTAL

APPLICANT MANUAL

Allotment of Land in Industrial Area

State Industries Promotion Corporation of Tamil Nadu Ltd



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1. Home Page

1) The journey of the new applicant starts with Tamil Nadu Single Window Portal (TNSWP) homepage that can be accessed through <https://tnswp.com> website wherein it gives various information's, useful links, and functionalities about TNSWP.

2) **Applicants can reach the helpdesk Toll free number-1800-258-3878 and Helpdesk Email.**

**TNSWP website
(www.tnswp.com)**

**Toll free number
and Mail Id**



The screenshot shows the TNSWP homepage with the following details:

- Header:** Tamil Nadu Government Portal, Wednesday, 30 November 2022, 10:11 pm (IST), Visit Guidance Site, Operational Timings For Toll Free Number (8:30 AM to 8:30 PM), Toll Free Number: 18002583878, Email: helpdesk@investtn.in, Industrial Helpline | English.
- Navigation:** Home, About Us, Clearances/Approvals, Legislation, Policies & Notifications, Dashboard, Help & Support, Register, Login.
- Main Content:**
 - TAMIL NADU Leading the Nation**
 - #1** Number of Factories in India
 - #1** Number of Operational SEZs in India
 - #1** Governance & Political Stability (N-SIPI 2019)
 - #1** International and Domestic Tourist Arrivals
 - #1** Best Performing State (India Today State of the State Award 2018, 2019 & 2020)
 - #2** Sustainable Development Goals (SDG) Index 2020-21 (NITI Aayog)
 - #2** Second Largest Economy in India
 - #2** Best Governed State (Public Affairs Index 2020)
 - #2** Job Creation Under IBPS Scheme
 - #2** Growth, Innovation and Leadership Index 2019 (Frost & Sullivan)
- Footer:** Tamil Nadu Single Window Portal is a one-stop portal for investors to electronically secure all business-related approvals/ licenses/ clearances/ NOCs in a time-bound, transparent and hassle-free manner. The Tamil Nadu Single Window Portal covers 200+ services encompassing 40+ Government departments/ agencies with an aim to improve Ease of Doing Business (EoDB) for investors in Tamil Nadu, and make the G2B interface faceless, paperless and contactless. [TN Single Window Fee Slab for Large Industries](#)

Figure 1. Single Window Portal Home Page

2. Registration

To access the TNSWP and to apply for various clearances the applicant needs to complete the Registration process.

1) Click on '**Register**' button on TNSWP.

Register on TNSWP

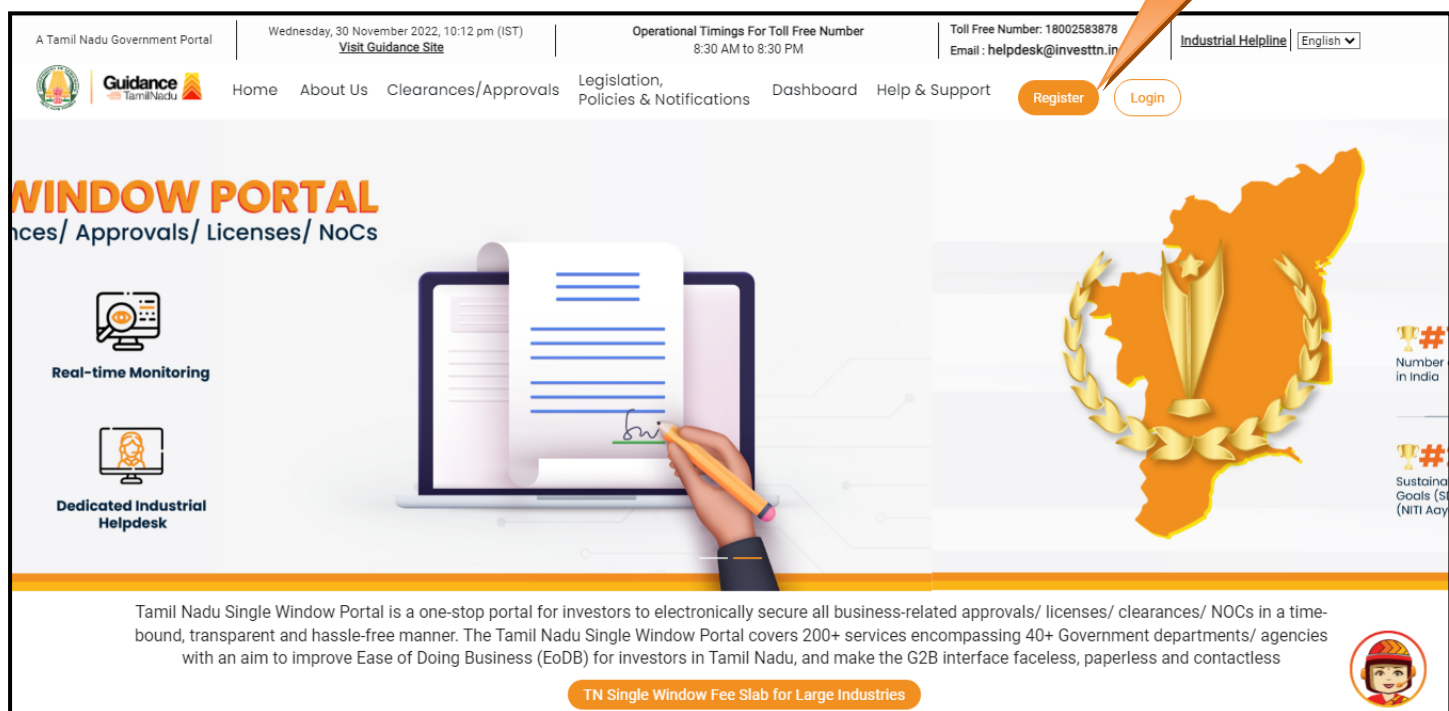


Figure 2. Register

- 2) New Investor Registration page will appear (Refer Figure 3 & 4)
- 3) Select the 'Investor' option and continue with the Registration process.
- 4) Only for applying Government to Citizen (G2C) fire clearances, click on option '**G2C clearances of Tamil Nadu fire and rescue clearances under the category individual/small enterprise**'.
- 5) The information icon ⓘ gives a brief description about the fields when the applicant hovers the cursor on these icons.

Guidance
TamilNadu

New Registration

Register as

Investor

Individual / Small Enterprise (Only to apply G2C services of Tamil Nadu Fire and Rescue Services)

Applicant First Name 📄

Applicant Last Name

Designation of the Applicant

Date of Birth

- In case of Proprietorship firm, write PAN Number of Proprietor.
- In case of Individuals, write PAN Number of Individual.
- In case of Small Enterprise, write PAN Number of Small Enterprise.

PAN Number of Company 📄

Name of Company 📄

Welcome to
Tamil Nadu Single Window Portal
Investment Portal

A single window portal is a single point for acceptance and electronic distribution of applications to the respective competent authorities. The single window portal is being revamped to include 190 new services to improve the Ease of Doing Business for investors in Tamil Nadu with an aim to make the entire G2B faceless, paperless and contactless.

Figure 3. Registration Form

Guidance
TamilNadu

Mobile Number

Email ID

User Name

Password 👁 Confirm Password 👁

Captcha

I accept the [Terms and Conditions](#)*

Register

Already have an account? [Log In](#)

Welcome to
Tamil Nadu Single Window Portal
Investment Portal

A single window portal is a single point for acceptance and electronic distribution of applications to the respective competent authorities. The single window portal is being revamped to include 190 new services to improve the Ease of Doing Business for investors in Tamil Nadu with an aim to make the entire G2B faceless, paperless and contactless.

Figure 4. Registration Form Submission

- 6) The Email ID would be the Username to login the TNSWP.
- 7) Future communications would be sent to the registered mobile number and Email ID of the applicant.
- 8) Create a strong password and enter the Captcha code as shown.
- 9) The applicant must read and accept the terms and conditions and click on 'Register' button.

3. Mobile Number / Email ID – 2-Step Verification Process

- **'2-Step Verification Process'** screen will appear when the applicant clicks on 'Register' button.
 - **Mobile Number Verification**
 - 1) For verifying the mobile number, the verification code will be sent to the given mobile number.
 - 2) Enter the verification code and click on the **'Verify'** button.

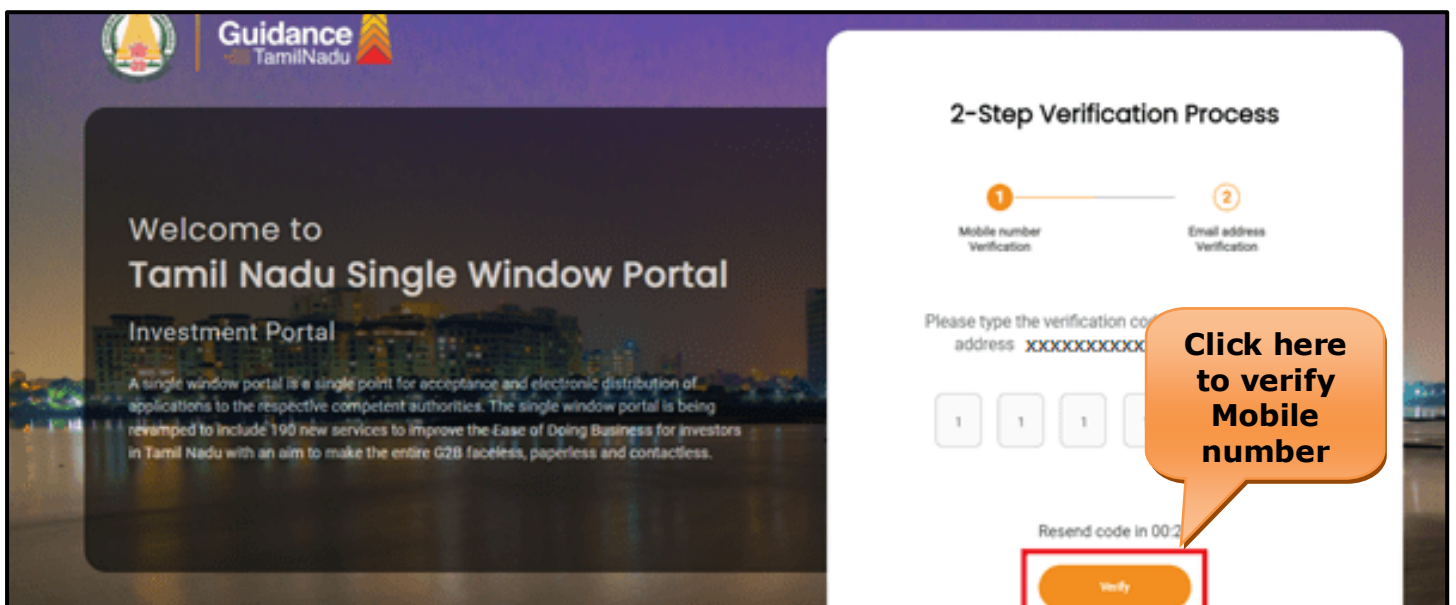


Figure 5. Mobile Number Verification

- o **Email ID Verification**

1) For verifying the Email ID, the verification code will be sent to the given Email ID.

2) Enter the verification code and click on the **'Verify'** button.

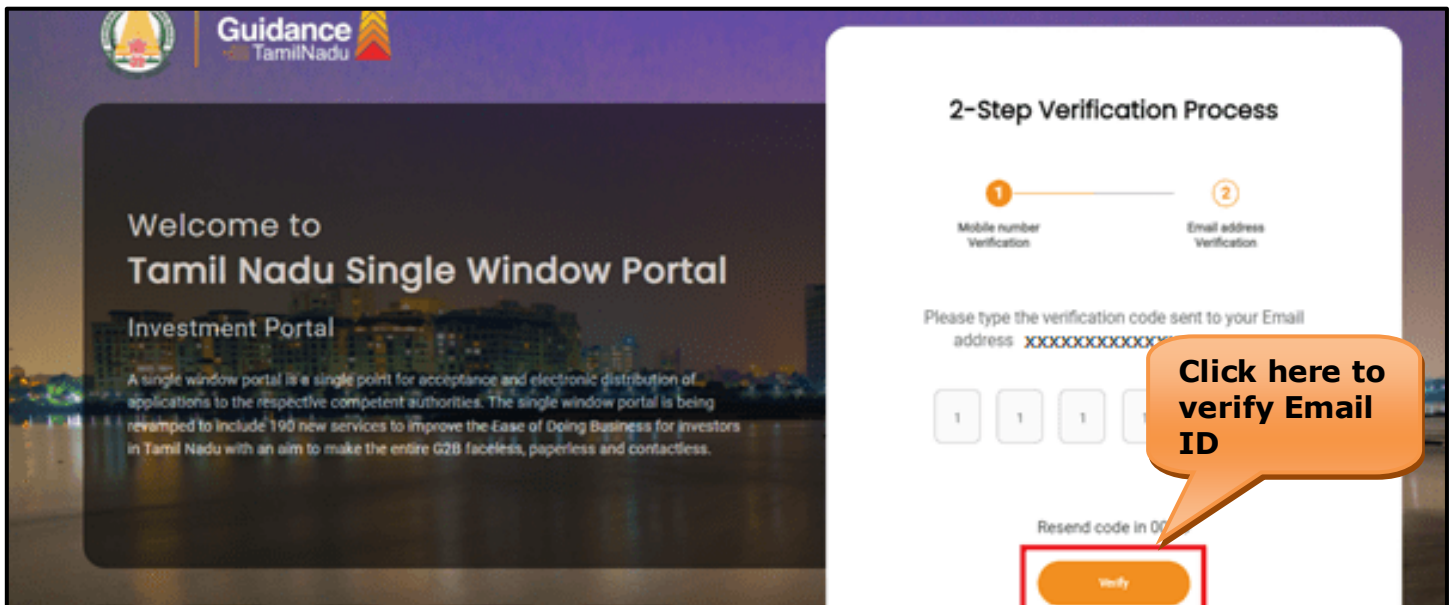


Figure 6. Email ID Verification

- 3) After completion of the 2-Step Verification process, registration confirmation message will pop-up stating as '**Your registration was successful**' (Refer Figure 7).
- 4) Registration process is completed successfully.

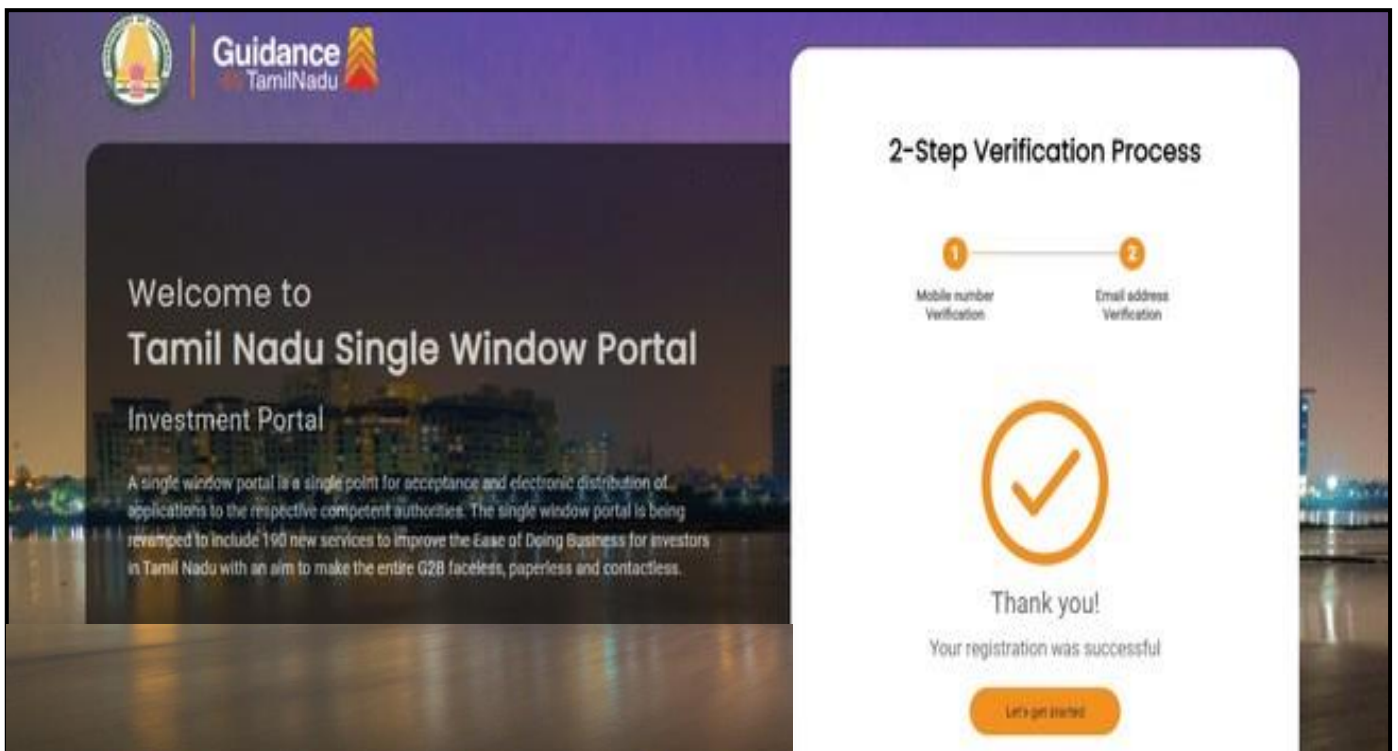


Figure 7. Registration Confirmation Pop-Up

4. Login

- 1) The applicant can login to TNSWP with the Username and Password created during the registration process.
- 2) Click on login button to enter TNSWP.

Login to TNSWP



Figure 8. Login

5. Dashboard Overview

- 1) When the Applicant logs into TNSWP, the dashboard overview page will appear.
- 2) Dashboard overview is Applicant-friendly interface for the Applicant’s easy navigation and to access various functionalities such as Menu bar, Status whether the application is Approved, Pending, Rejected and Data at-a glance on a unified point.

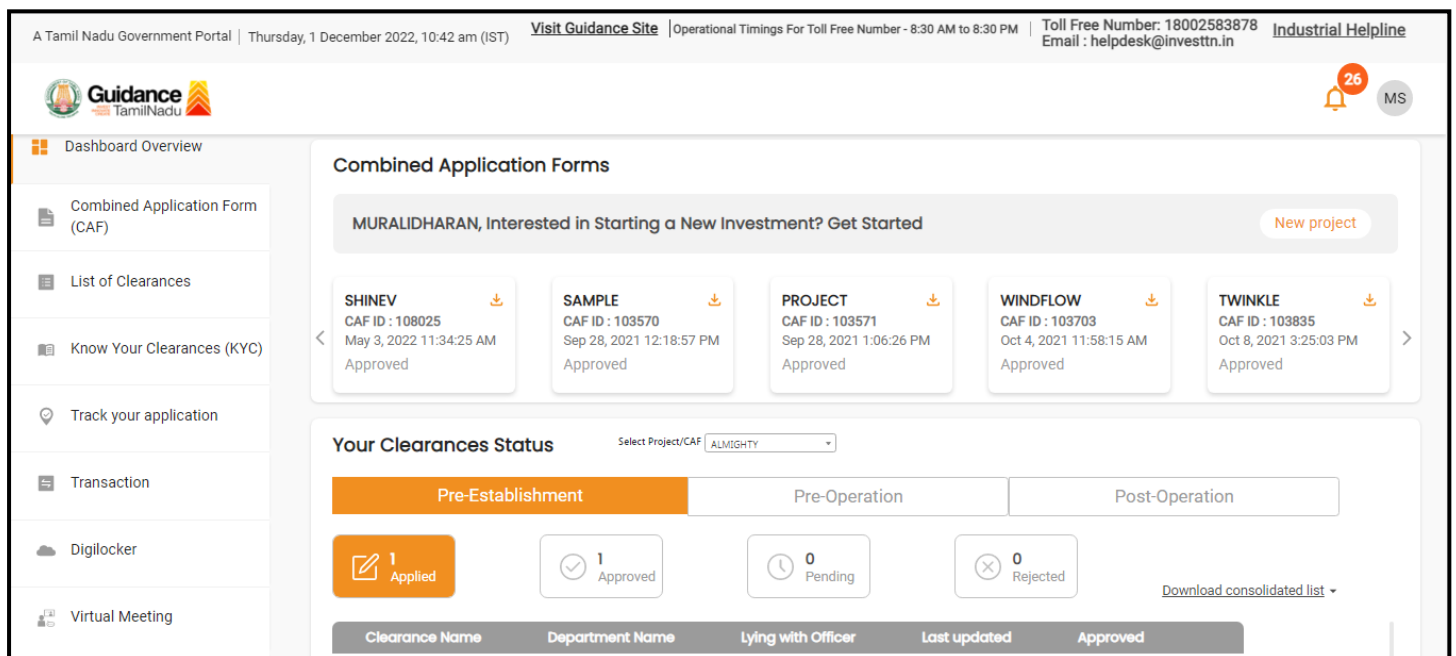
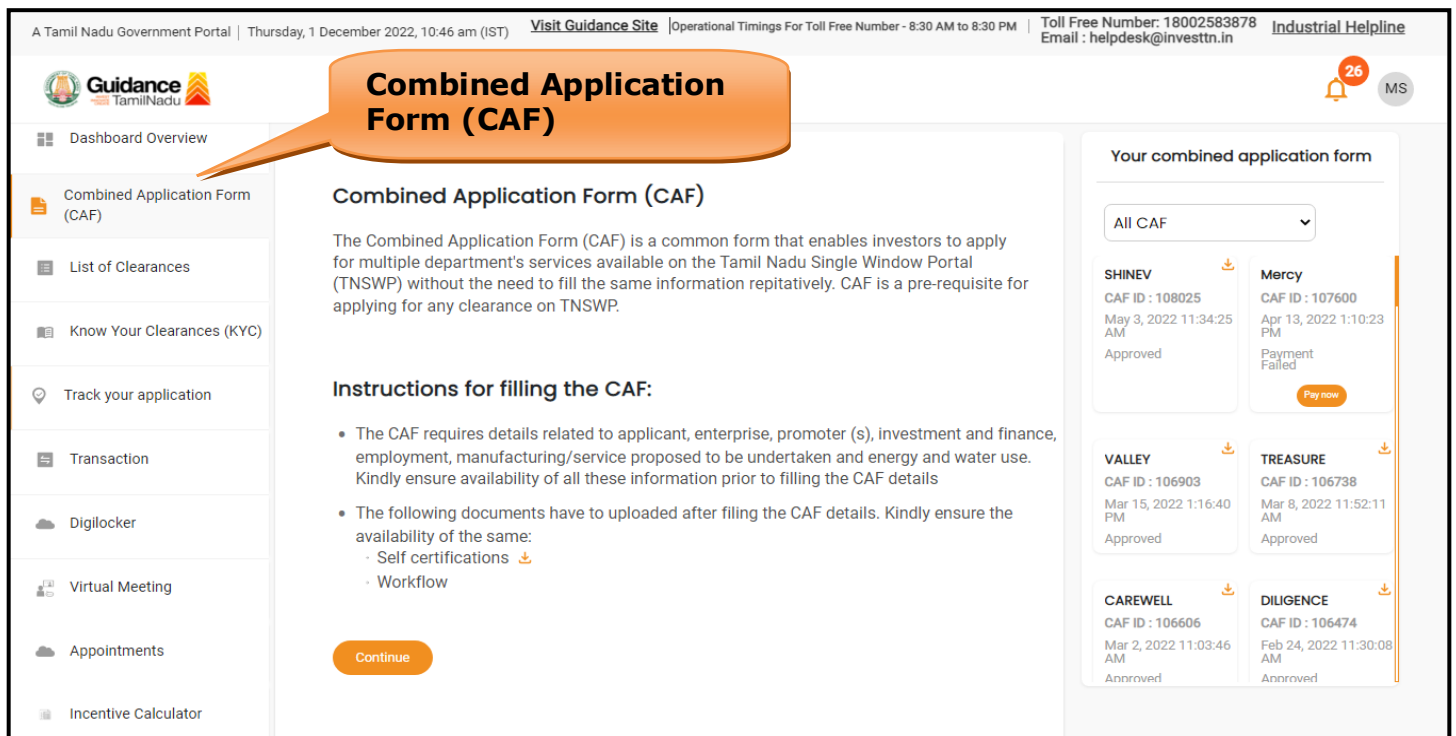


Figure 9. Dashboard Overview

6. Combined Application Form (CAF)

- 1) Prior to applying for various clearances on TNSWP, the applicant must create a project by filling in the combined application form (CAF).
- 2) Click on Combined Application Form (CAF) from the menu bar on the left.
- 3) The details which are commonly required for applying various clearances are stored in Central Repository through CAF. So, whenever the applicant applies for various clearances for a specific project, the details stored in CAF gets auto populated in the application form which minimizes the time spent on entering the same details while filling multiple applications.
- 4) The Overview of the Combined Application Form (CAF) and the instructions to fill in the Combined Application Form (CAF) are mentioned in the below Figure.
- 5) Click on '**Continue**' button to fill in the Combined Application Form.



A Tamil Nadu Government Portal | Thursday, 1 December 2022, 10:46 am (IST) | [Visit Guidance Site](#) | Operational Timings For Toll Free Number - 8:30 AM to 8:30 PM | Toll Free Number: 18002583878 | [Industrial Helpline](#)
 Email : helpdesk@investn.in

Combined Application Form (CAF)

Dashboard Overview

Combined Application Form (CAF)

List of Clearances

Know Your Clearances (KYC)

Track your application

Transaction

Digilocker

Virtual Meeting

Appointments

Incentive Calculator

Combined Application Form (CAF)

The Combined Application Form (CAF) is a common form that enables investors to apply for multiple department's services available on the Tamil Nadu Single Window Portal (TNSWP) without the need to fill the same information repetitively. CAF is a pre-requisite for applying for any clearance on TNSWP.

Instructions for filling the CAF:

- The CAF requires details related to applicant, enterprise, promoter (s), investment and finance, employment, manufacturing/service proposed to be undertaken and energy and water use. Kindly ensure availability of all these information prior to filling the CAF details
- The following documents have to uploaded after filing the CAF details. Kindly ensure the availability of the same:
 - Self certifications
 - Workflow

[Continue](#)

Your combined application form

All CAF

SHINEV CAF ID : 108025 May 3, 2022 11:34:25 AM Approved	Mercy CAF ID : 107600 Apr 13, 2022 11:10:23 PM Payment Failed Pay now
VALLEY CAF ID : 106903 Mar 15, 2022 1:16:40 PM Approved	TREASURE CAF ID : 106738 Mar 8, 2022 11:52:11 AM Approved
CAREWELL CAF ID : 106606 Mar 2, 2022 11:03:46 AM Approved	DILIGENCE CAF ID : 106474 Feb 24, 2022 11:30:08 AM Approved

Figure 10. Combined Application Form (CAF)

6.1 Sections of Combined Application Form

1) To complete the combined application form (CAF) the applicant has to fill 7 Sections of CAF as displayed in Figure 11. (**CAF payment tab** will be displayed only for Large Enterprises).

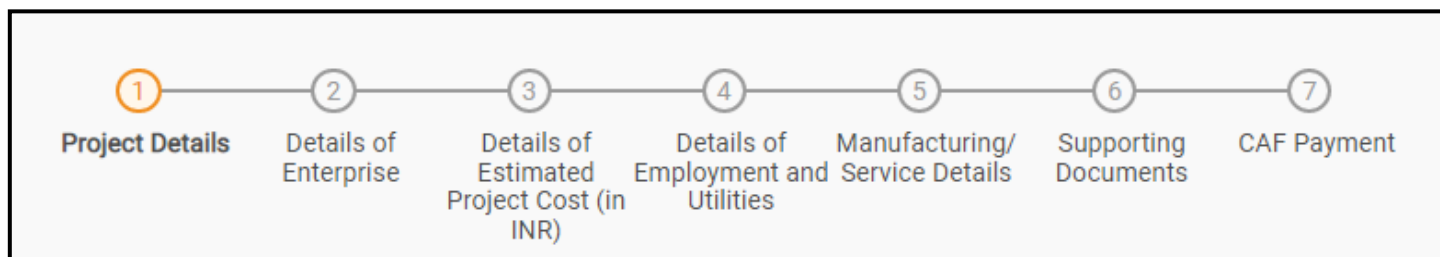


Figure 11. Section of Combined Application Form (CAF)

2) After filling the CAF details, the applicant has to upload the requisite supporting documents under '**Section 6: Supporting Documents**'

- **Self-Certification:**

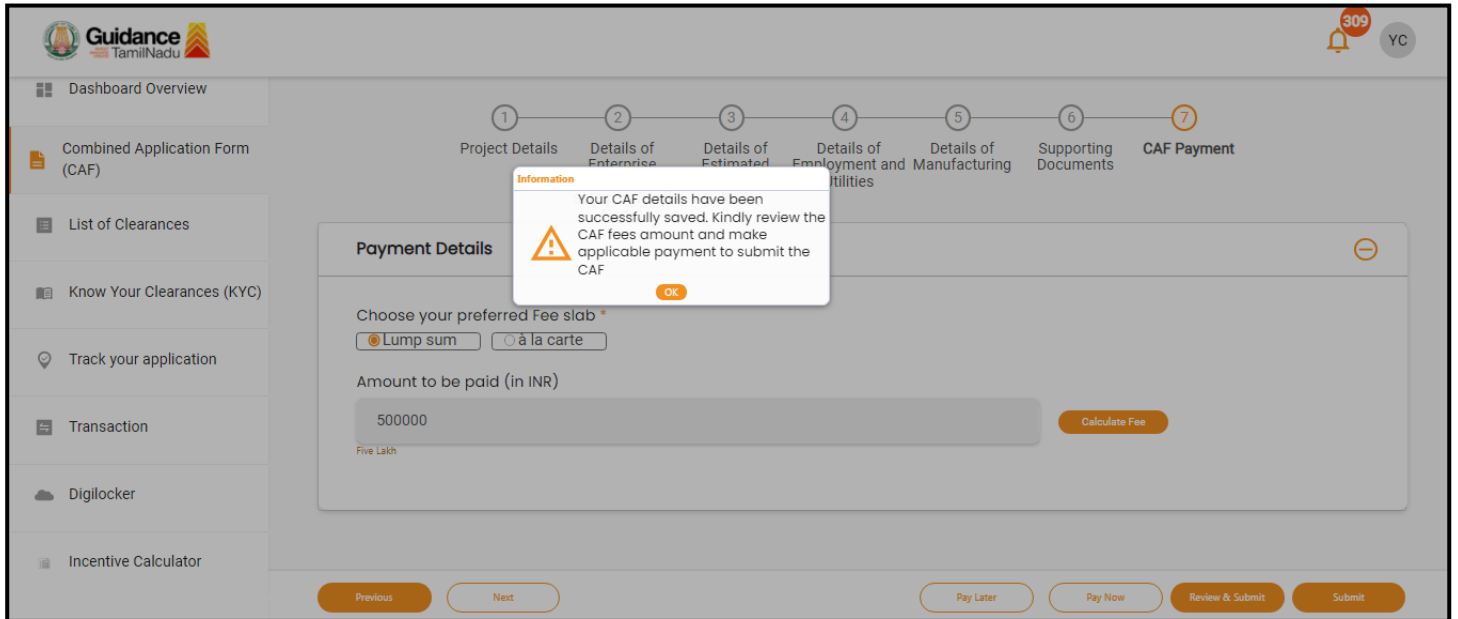
- Download the template.
- Prepare the self-certification documents as per the instructions given in the template and upload.

- **Workflow:**

- Prepare and upload the business process flow chart.

3) After filling all the sections in combined application form (CAF), the applicant can submit the form.

4) When the applicant submits the combined application form (CAF), confirmation message will pop-up stating, '**Your request has been saved successfully**' (Refer Figure 12).



The screenshot displays the Guidance TamilNadu web portal interface. The top navigation bar includes the logo and a notification bell with '309' and 'YC'. A progress bar at the top shows seven steps: 1. Project Details, 2. Details of Enterprise, 3. Details of Estimated, 4. Details of Employment and Manufacturing Utilities, 5. Details of Manufacturing, 6. Supporting Documents, and 7. CAF Payment. The left sidebar contains menu items: Dashboard Overview, Combined Application Form (CAF), List of Clearances, Know Your Clearances (KYC), Track your application, Transaction, Digilocker, and Incentive Calculator. The main content area is titled 'Payment Details' and features a confirmation message: 'Information: Your CAF details have been successfully saved. Kindly review the CAF fees amount and make applicable payment to submit the CAF.' Below the message, there are radio buttons for 'Lump sum' (selected) and 'à la carte'. A text input field shows '500000' with 'Five Lakh' below it, and a 'Calculate Fee' button. At the bottom, there are buttons for 'Previous', 'Next', 'Pay Later', 'Pay Now', 'Review & Submit', and 'Submit'.

Figure 12. Combined Application Form (CAF) - Confirmation Message

Note:

If the applicant belongs to large industry, single window fee would be applicable according to the investment in Plant & Machinery or Turnover amount. [Clickhere](#) to access the Single Window Fee Slab.

7. Apply for Allotment of Land in industrial area

1. Click on “List of Clearances”

List of Clearances

Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)
1	Allotment of Land by SIDCO	Tamil Nadu Small Industries Development Corporation Limited (SIDCO)	60 Days	View
2	Allotment of Land in industrial area	State Industries Promotion Corporation of Tamil Nadu Ltd	60 days	View

Figure 13. List of Clearances

2. The list of clearances is segregated into three stages.

- Pre-Establishment Stage Clearance
- Pre-Operation Stage Clearance
- Post-Operation Stage Clearance

3. Select ‘Pre-Establishment Stage Clearance’ and find the clearance ‘Allotment of Land in Industrial Area’ by using Search option as shown in the figure given below.

Pre-Establishment Stage Clearance

Search for Clearance

Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)	User Manual
2	Allotment of Land in industrial area	State Industries Promotion Corporation of Tamil Nadu Ltd	60 days	View	-

Figure 14. Search for Clearance

4. Applicant can view information on workflow, checklist of supporting documents to be uploaded by the applicant and fee details. Click on 'view' to access the information (Refer Figure 15)
5. To apply for the clearance, click on 'Apply' to access the department application form (Refer Figure 15).
6. The Applicant can apply to obtain license for more than 1 establishment using a single login, but the applicant must create multiple Combined Application Form (CAF) for each of the establishment.

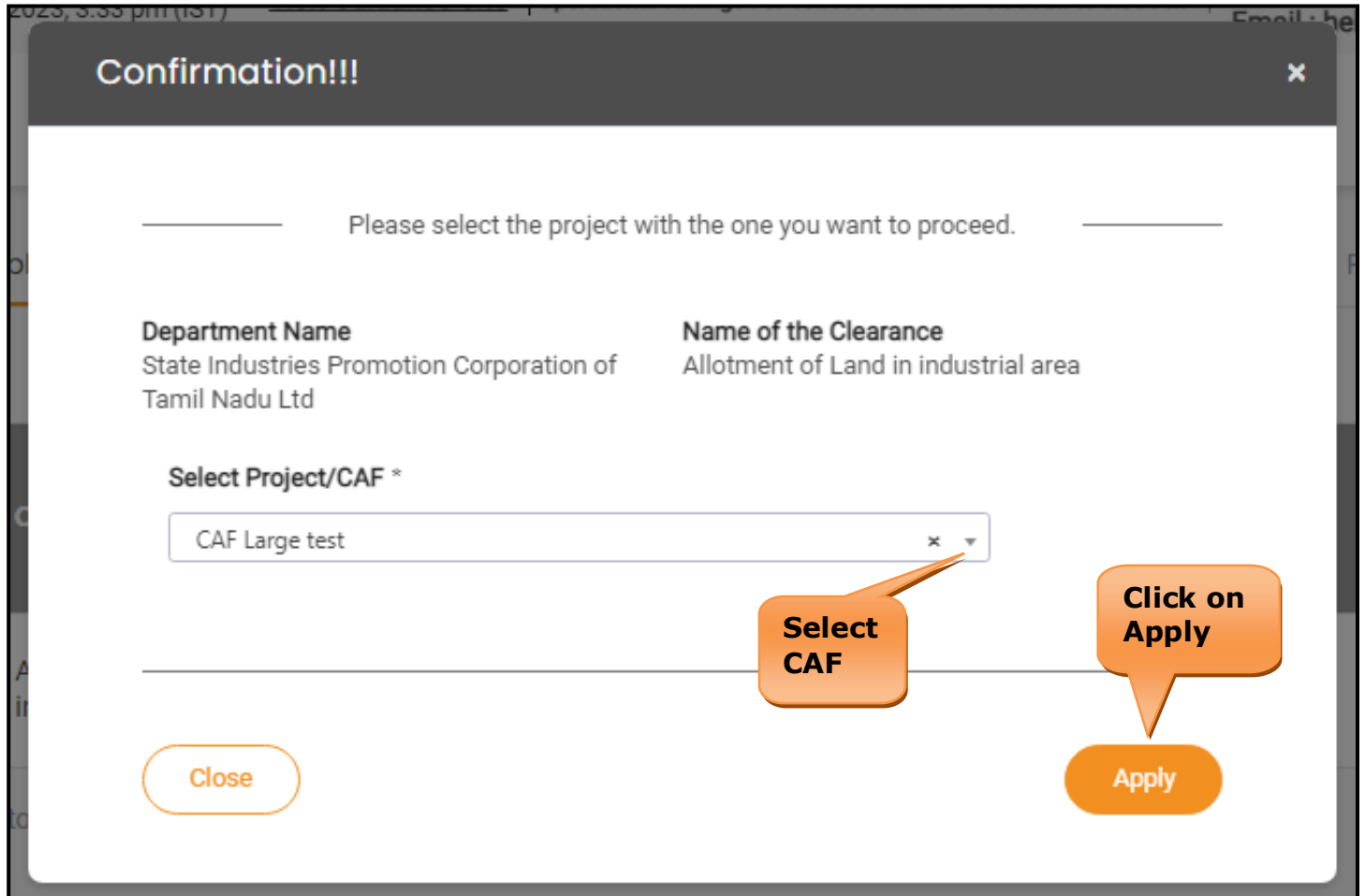
**View
Information****Apply for
Clearance**

Sr. No.	Clearance Name	Department Name	Time Limit (Working days)	Information (Prerequisites, Procedure, Checklist, Fee)	User Manual
2	Allotment of Land in industrial area	State Industries Promotion Corporation of Tamil Nadu Ltd	60 days	View	-

Showing 1 to 1 of 1 rows 10 rows per page

Figure 15. Apply for Clearance

1) Select **PROJECT / CAF** from the drop-down menu.



Confirmation!!!

Please select the project with the one you want to proceed.

Department Name State Industries Promotion Corporation of Tamil Nadu Ltd	Name of the Clearance Allotment of Land in industrial area
---	--

Select Project/CAF *

CAF Large test

Select CAF

Click on Apply

Close

Apply

Figure 16. Project/CAF

2) Click on the Apply button and the Page would get redirected to Application for Dealer Allotment of Land in industrial area.

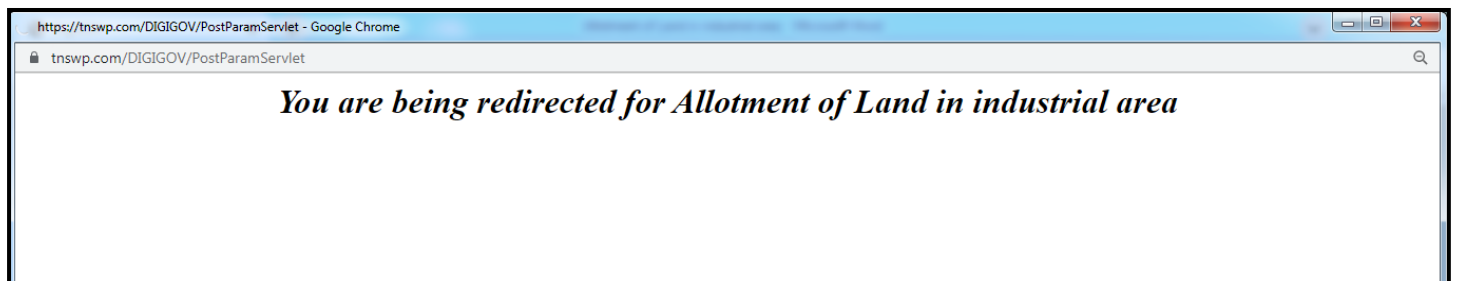




Figure 17. Redirecting to Allotment of Land in industrial area

3) Enter all the mandatory details in the application for Allotment of Land in industrial area.

Basic Information



State Industries Promotion Corporation of Tamil Nadu Limited (SIPCOT)



HOME APPLICATION STATUS ▾ PAYMENT DETAILS FORMS CHANGE PASSWORD **LOGOUT**
WELCOME MURALIDHARAN SRINIVASAN

BASIC INFO <small>basic information</small>	CONSTITUTION <small>Constitution</small>	PROJECT DETAILS <small>Project Details</small>	REQUIREMENT OF LAND <small>Requirement Of Land</small>	REQUIREMENT OF POWER AND WATER <small>Requirement of Power and Water</small>	UPLOAD DOCUMENT <small>Upload Document</small>	DECLARATION <small>Declaration</small>												
<p>Select location of SIPCOT Industrial Complex</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Aerospace Park-Vallam Vadagal</div> <p>Select Plot Type</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Industrial Complex Plot</div> <p>Rate Per Acre (In Lakhs)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">143</div> <p>Select Plots</p> <table style="width: 100%; border: none;"> <tr> <td><input checked="" type="checkbox"/> S-07 (1.09 acre(s))</td> <td><input checked="" type="checkbox"/> L3 (8.67 acre(s))</td> <td><input type="checkbox"/> S15 (2.21 acre(s))</td> </tr> <tr> <td><input type="checkbox"/> L1 (8.69 acre(s))</td> <td><input type="checkbox"/> L2 (9.26 acre(s))</td> <td><input type="checkbox"/> S20 (2 acre(s))</td> </tr> <tr> <td><input type="checkbox"/> S21 (2 acre(s))</td> <td><input type="checkbox"/> S22 Pt2 (1.1 acre(s))</td> <td><input type="checkbox"/> S25 (2 acre(s))</td> </tr> <tr> <td><input type="checkbox"/> S26 (2 acre(s))</td> <td></td> <td></td> </tr> </table> <p>Contact person name</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">MURALIDHARAN RAJEE</div> <p>Contact person cell No</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">9524725500</div> <p>Contact person email</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">murali.rajeswari@gmail.com</div>	<input checked="" type="checkbox"/> S-07 (1.09 acre(s))	<input checked="" type="checkbox"/> L3 (8.67 acre(s))	<input type="checkbox"/> S15 (2.21 acre(s))	<input type="checkbox"/> L1 (8.69 acre(s))	<input type="checkbox"/> L2 (9.26 acre(s))	<input type="checkbox"/> S20 (2 acre(s))	<input type="checkbox"/> S21 (2 acre(s))	<input type="checkbox"/> S22 Pt2 (1.1 acre(s))	<input type="checkbox"/> S25 (2 acre(s))	<input type="checkbox"/> S26 (2 acre(s))			<p>1. Company Details*</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">GOLDFISH</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">9524725500</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Fax No</div> <p>Addresss*</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">no 1</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">ambedkar street</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">chennai</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">600032</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Tamil Nadu</div> <div style="text-align: right; margin-top: 20px;">SAVE & CONTINUE</div>					
<input checked="" type="checkbox"/> S-07 (1.09 acre(s))	<input checked="" type="checkbox"/> L3 (8.67 acre(s))	<input type="checkbox"/> S15 (2.21 acre(s))																
<input type="checkbox"/> L1 (8.69 acre(s))	<input type="checkbox"/> L2 (9.26 acre(s))	<input type="checkbox"/> S20 (2 acre(s))																
<input type="checkbox"/> S21 (2 acre(s))	<input type="checkbox"/> S22 Pt2 (1.1 acre(s))	<input type="checkbox"/> S25 (2 acre(s))																
<input type="checkbox"/> S26 (2 acre(s))																		

Figure 18. Basic Info Tab

Constitution Tab

HOME APPLICATION STATUS ▾ PAYMENT DETAILS FORMS CHANGE PASSWORD LOGOUT WELCOME MURALIDHARAN SRINIVASAN

BASIC INFO
basic information

CONSTITUTION
Constitution

PROJECT DETAILS
Project Details

REQUIREMENT OF LAND
Requirement Of Land

REQUIREMENT OF POWER AND WATER
Requirement of Power and Water

UPLOAD DOCUMENT
Upload Document

DECLARATION
Declaration

2. Constitution

▾
Private Limited
▾

3. Details of Shareholding
(Instruction: The total shareholding % should add upto 100%. Minor shareholders to be mentioned in the "Others" category and their total shareholding percentage is to be given in the column provide)

Firstname	Designation	Shareholding(%)	Add
<input type="text" value="RKYS"/>	<input type="text" value="Director"/>	<input type="text" value="100"/>	Add

4. Are you in possession of any developed plot in any of the SIPCOT Industrial Parks

▾
No
▾

SAVE & CONTINUE

Figure 19. Constitution Details

Project Details Tab

HOME APPLICATION STATUS ▾ PAYMENT DETAILS FORMS CHANGE PASSWORD LOGOUT WELCOME MURALIDHARAN SRINIVASAN

BASIC INFO (basic information) CONSTITUTION (Constitution) **PROJECT DETAILS (Project Details)** REQUIREMENT OF LAND (Requirement Of Land) REQUIREMENT OF POWER AND WATER (Requirement of Power and Water) UPLOAD DOCUMENT (Upload Document) DECLARATION (Declaration)

5. PROJECT DETAILS*

A.i) All major raw materials should be separated by comma

A.ii) Finished Products

Product Name	Installed capacity(Tonnes/Number per Annum)	Add More
<input type="text" value="yyyy"/>	<input type="text" value="1"/> <input type="text" value="Numbers"/>	

B. Project Cost of the scheme proposed to be implemented in the plot
(Instruction: All the fields are mandatory. Kindly enter "0" if a particular field is not applicable")

a. Land Details. *

Lakhs Acres

Land Value

Lakhs

b. Building *

Lakhs

c. Plant and Machinery *

Lakhs

d. Other Assets *

Lakhs

e. Preliminary and pre-operative expenses *

Lakhs

f. Working capital margin *

Lakhs

g. Contingency *

Lakhs

Total

Lakhs

C. Means of Finance
(Instruction: All the fields are mandatory. Kindly enter "0" if a particular field is not applicable")

a. Share Capital *

Lakhs

b. Internal Generation *

c. Term Loan (Please mention name of Bank/Financial Institution) *

d. Subsidy / Grant if any *

e. Others *

f. Other *

Lakhs

Total (Please click on total box for updating the total)

Lakhs

Total must equal to project cost

D. Amount of Foreign Investment/ NRI investment if any (Rs. in lakhs)*

(Instruction: IEM number is mandatory for industries having an investment of 10 crore and above in the manufacturing sector or 5 crore and above in the services sector.)


E. Industry Type*

IEM (Industrial Entrepreneur Memorandum) Acknowledgement No


SAVE & CONTINUE

Figure 20. Project Details

Requirement of Land Tab



State Industries Promotion Corporation of Tamil Nadu Limited (SIPCOT)



HOME
APPLICATION STATUS ▾
PAYMENT DETAILS
FORMS
CHANGE PASSWORD
LOGOUT
WELCOME MURALIDHARAN SRINIVASAN

BASIC INFO
basic information

CONSTITUTION
Constitution

PROJECT DETAILS
Project Details

REQUIREMENT OF LAND
Requirement Of Land

REQUIREMENT OF POWER AND WATER
Requirement of Power and Water

UPLOAD DOCUMENT
Upload Document

DECLARATION
Declaration

6. Justification of requirement of land (in acres)*

Area required for Factory/ Godown/Office Building

🏠

Open space / Garden, etc.

🏡

Effluent disposal

📄

⬇

Area required for future expansion etc.

📄

Total

⊖

7. Schedule of implementation with tentative date for*

Construction of building

📅

Installation of Plant and Machinery

📅

Commencement of commercial production

📅

8. Number of Employment to be generated (Men & Women)*

Administrative

📄

Skilled

📄

Unskilled

📄

Other Categories

📄



Total

⊖

SAVE & COUNTINUE

Figure 21. Requirement of Land

Requirement of Power and Water Tab

State Industries Promotion Corporation of Tamil Nadu Limited (SIPCOT)

HOME APPLICATION STATUS ▾ PAYMENT DETAILS FORMS CHANGE PASSWORD **LOGOUT**WELCOME MURALIDHARAN SRINIVASAN

BASIC INFO
basic informationCONSTITUTION
ConstitutionPROJECT DETAILS
Project DetailsREQUIREMENT OF LAND
Requirement Of LandREQUIREMENT OF POWER AND WATER
Requirement of Power and WaterUPLOAD DOCUMENT
Upload DocumentDECLARATION
Declaration

9. Type Of Industry *

9.Requirement of power (in kVA)*

11.Quantity of waste water generated (litres/Day) Total* Sewage

Industrial Trade Effluent

Total waste water

Steps taken for obtaining Tamilnadu Pollution Control Board clearance

10.Requirement of water (in litres per day)*

Domestic Usage

Industrial Usage

Total

12.Any other relevant information and alternative choice of plot if any

13.Account Details *

a. Account Holder Name *

b. Account Number *

c. Bank Name *


d. Branch Name *

e. IFSC Code *


SAVE & COUNTINUE

Figure 22. Requirement of Power and Water

Upload Documents Tab



State Industries Promotion Corporation of Tamil Nadu Limited (SIPCOT)



HOME
APPLICATION STATUS ▾
PAYMENT DETAILS
FORMS
CHANGE PASSWORD
LOGOUT
WELCOME MURALIDHARAN SRINIVASAN


The documents uploaded successfully.

BASIC INFO <small>basic information</small>	CONSTITUTION <small>Constitution</small>	PROJECT DETAILS <small>Project Details</small>	REQUIREMENT OF LAND <small>Requirement Of Land</small>	REQUIREMENT OF POWER AND WATER <small>Requirement of Power and Water</small>	UPLOAD DOCUMENTE <small>Upload Document</small>	DECLARATION <small>Declaration</small>
All Documents should be in jpg / png / pdf format only (Upto 5MB Size only)						
Upload Each file one by one						
1. Brief Project Report *		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>	<input type="button" value="View"/>		
2. Certificate of Incorporation / Memorandum / Firm Registration Certificate *		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>	<input type="button" value="View"/>		
3. Memorandum of Association (MoA) / Partnership deed		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
4. Articles of Association (AoA)		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
5. List of directors / partners		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
6. Annual Report / P&L account for last 3 years		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
7. Rough Building Layout *		<input type="text" value="Choose File"/> SAM... (1).pdf ✓	<input type="button" value="UPLOAD"/>			
8. CTE / CTO letter from TNPCB		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
9. Proof for term loan sanction		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
10. In case of FDI, Copy of Approval from RBI		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
11. IEM (Industrial Entrepreneur Memorandum) *		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>	<input type="button" value="View"/>		
12. EC Clearance		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
13. GST Certificate		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
14. Percentage of shareholder(Certified by CA)		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			
15. Water Balance Chart		<input type="text" value="Choose File"/> No fil...hosen *	<input type="button" value="UPLOAD"/>			


Figure 231. Upload Documents

Declaration Tab

- 1) View all details and click on check box
- 2) Click on the Submit and Pay button to pay the fees



State Industries Promotion Corporation of Tamil Nadu Limited (SIPCOT)



HOME
APPLICATION STATUS ▾
PAYMENT DETAILS
FORMS
CHANGE PASSWORD
LOGOUT
WELCOME MURALIDHARAN SRINIVASAN

BASIC INFO
basic information
CONSTITUTION
Constitution
PROJECT DETAILS
Project Details
REQUIREMENT OF LAND
Requirement Of Land
REQUIREMENT OF POWER AND WATER
Requirement of Power and Water
UPLOAD DOCUMENT
Upload Document
DECLARATION
Declaration

1. Applicant Personal Details

Location of SIPCOT Industrial Complex	Aerospace Park-Vallam Vadagal
Plot Type	Industrial Complex Plot
Contact person name	MURALIDHARAN RAJEE
Contact person cell No	9524725500
Contact person email	murali.rajeswari@gmail.com

Plots

S.No	Plot No	Extent(in Acre(s))
1	S-07	1.09
2	L3	8.67

2. Company Details

Name of the Company	GOLDFISH
Company telephone No	9524725500
Company FAX No	
Door No	no 1
Area	ambedkar street
City	chennai
Pincode	600032
State	Tamil Nadu
Constitution	Private Limited

3. Details of Shareholding

S.No	Name	Designation	Shareholding(%)
1	yyyy	Director	100

4. Are you in possession of any developed plot in any of the SIPCOT Industrial Complexes/Parks/Growth Centers No

5. PROJECT DETAILS**A. Raw materials and Products**

A. i) Major Raw Materials	rrrr
A. ii) Finished Products	

S.No	Product Name	Installed capacity(Tonnes/Number per Annum)
1	yyyy	1 Numbers

B. Project Cost of the scheme proposed to be implemented in the plot (In Lakhs)

a. i) Land Cost	143
a. ii) Extent in Acres	9.76
Total Land Value	1395.68
b. Building	0
c. Plant and Machinery	0
d. Other Assets	0
e. Preliminary and pre-operative expenses	1
f. Working capital margin	1
g. Contingency	1
Total	1398.68

C. Means of Finance (In Lakhs)

a. Share Capital	0
b. Internal Generation	No
c. Term Loan (Please mention name of Bank/Financial Institution) :	No
d. Subsidy / Grant if any Details of Subsidy	No
e. Other	1398.68
Cost	
Total	1398.68

D. Foreign Investment/ NRI investment

D. Amount of Foreign Investment/ NRI investment	No
---	----

E. IEM

E. Industry Type	Services Sector
IEM Acknowledgement No	1

6. Justification of requirement of land (in acres)

a) Area required for Factory/ Godown/Office Building	0
b) Open space / Garden, etc.	0

c) Effluent disposal	Not Applicable
d) Area required for future expansion etc.	9.76
Total	9.76

7. Schedule of implementation with tentative date for

a) Construction of building	05-09-2022
b) Installation of Plant and Machinery	07-09-2022
c) Commencement of commercial production	09-09-2022

8. Number of Employment to be generated (Men & Women)

a) Administrative	1
b) Skilled	1
c) Unskilled	0
d) Other Categories	1
Total	3

9. Requirement of power

Requirement of power(in kVA)	0
------------------------------	---

10. Requirement of water (in litres per day)

a.Domestic Usage	0
b.Industrial Usage	1
Total	1

11.Quantity of waste water generated (litres/Day)

a i) Sewage	1
ii) Industrial Trade Effluent	1
Total waste water	2
b) Steps taken for obtaining Tamilnadu Pollution Control Board clearance	dgjdfy

12. Any other relevant information and alternative choice of plot if any

dfgersyr

13. Documents

Brief Project Report	View
Certificate of Incorporation / Memorandum / Firm Registration Certificate	View
Rough Building Layout	View

IEM (Industrial Entrepreneur Memorandum)
View

14. Payment Details

Initial Deposit Amount (Rs)	9,76,000
Processing Fee (Rs)	10,000
GST (Rs)	1,800
Total (Rs)	9,87,800

15. Disclaimer

1. The filing of application and payment of Initial Deposit alone does not entitle the applicants for allotment of land.
2. The Initial Deposit amount paid shall be adjusted towards the plot cost payable for the plot allotted.
3. The allotment shall stand automatically cancelled and the Initial Deposit paid for the extent allotted shall be forfeited, if the allottee fails to communicate the acceptance of the Allotment Order within 7 days and to remit 100% of the plot cost within 30 days time from the date of allotment order.
4. In case of closure / rejection of Application, the applicant shall claim the Initial Deposit within 30 days from the date of closure / rejection letter, failing which the same shall be forfeited.
5. The plot is allotted on long term lease of 99 years and shall be renewed for a similar period of 99 years on such terms and conditions as may be mutually agreed to or as per the prevailing policy of SIPCOT.
6. Lease Deed is to be executed within 45 days from the date of payment of plot cost. If the allottee fails to execute the lease deed within the stipulated time, a penalty of 0.5% of the prevailing plot cost shall be levied for every 30 days beyond the stipulated time.
7. Possession of plot is to be taken over within 15 days from the date of execution / registration of lease deed, failure of which will entitle SIPCOT to cancel the allotment and execute the cancellation deed.
8. Implementation of the project is to be completed within 36 months from the date of Allotment order failure of which will entail cancellation of allotment and resumption of the plot, unless otherwise an extension of time is granted with penalty as per the prevailing policy of SIPCOT.

I/We have read the terms and conditions of allotment of developed plots in the Industrial Complexes / Parks / Growth Centres of SIPCOT and I/We agree to abide by the same. I/We further state that the particulars given above are true and correct to my/our knowledge and belief.

SUBMIT & PAY

**Click on
'Submit & Pay'**

Figure 24. Declaration

Acknowledgment

Download the Acknowledgment copy

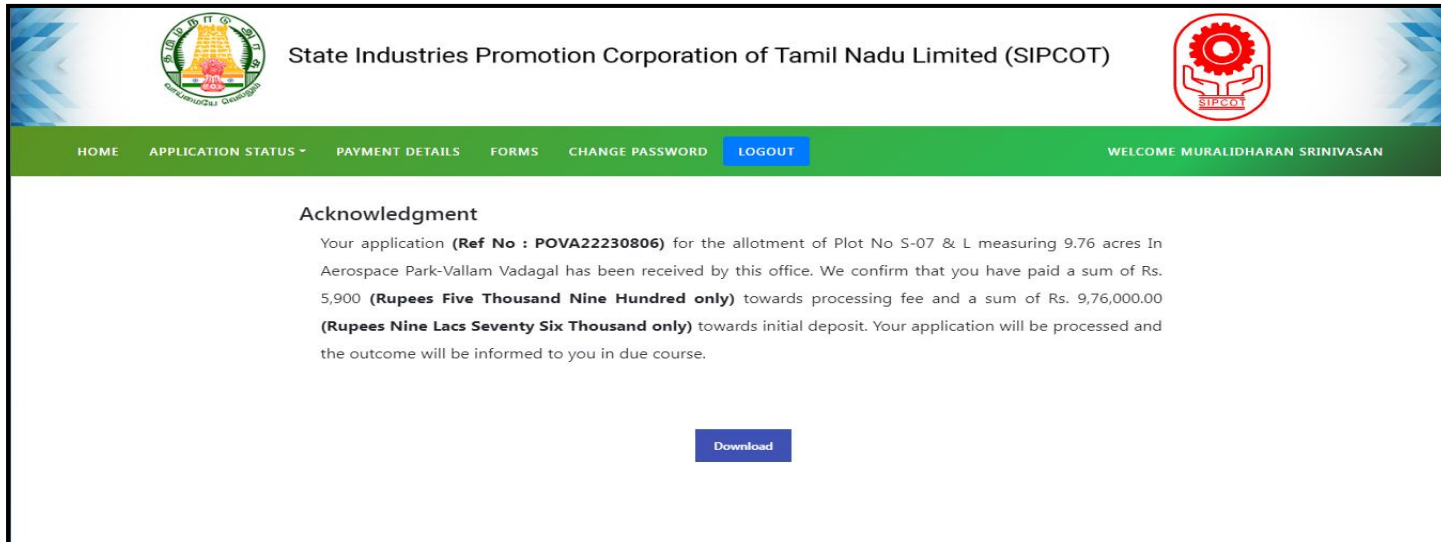


Figure 25. Acknowledgment

Application Submitted

- 1) After the applicant has completed the application form, the application is submitted successfully to the Department for further processing. The applicant can view the status of the application under **Track your application** → **Select the CAF from the Dropdown** → **All details**

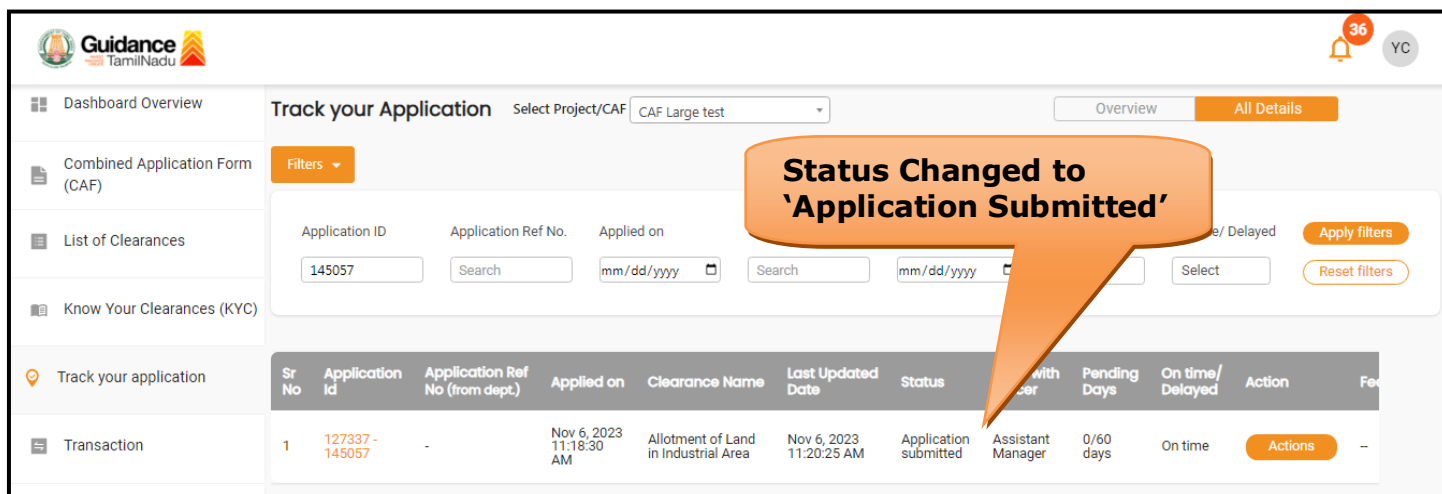


Figure 26. Status of the Application

8. Track Your Application

1) After submitting the application, a unique 'token ID' would be generated. Using the '**Token ID**' the Applicant can track the status of clearances by clicking on 'Track your application' option.'

2) Applicant to choose the name of the project created during CAF from the dropdown '**Select Project / CAF**' displayed at the top of the page.

- **Track your application– Overview Option**

By clicking on 'Overview' tab, Applicant can view the count of various clearance statuses as follows.

- **Total Pending Clearances**
- **Total Approved Clearances**
- **Total Rejected Clearances**

Track Your Application

Overview of applications

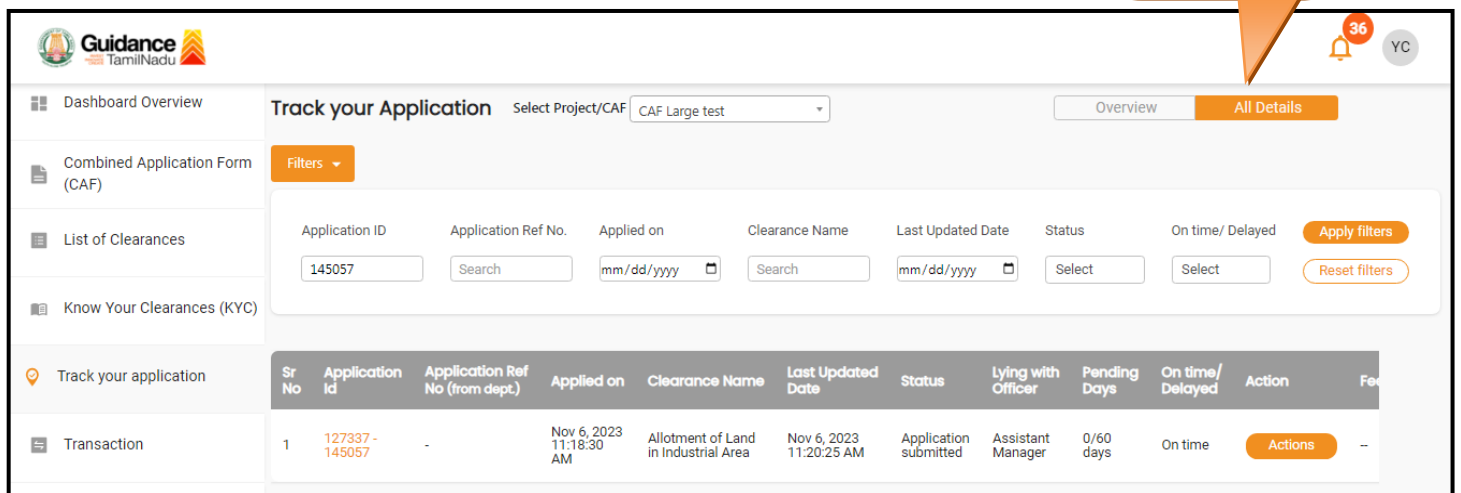
Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action	Fee
1	127337-145057	-	Nov 6, 2023 11:18:30 AM	Allotment of Land in Industrial Area	Nov 6, 2023 11:20:25 AM	Application submitted	Assistant Manager	0/60 days	On time	Actions	-

Figure 27. Track Your Application

- **Track your application– ‘All Details’ Option**

By clicking on ‘All details’ tab, Applicant can view the following statuses of the list of clearances applied for the specified project.

- **Applied on**
- **Last updated date**
- **Status of the application**
- **Lying with officer**
- **Pending days**
- **On time / Delayed Action**

Track your Application Select Project/CAF: CAF Large test

Overview **All Details**

Filters

Application ID: 145057 | Application Ref No.: Search | Applied on: mm/dd/yyyy | Clearance Name: Search | Last Updated Date: mm/dd/yyyy | Status: Select | On time/ Delayed: Select

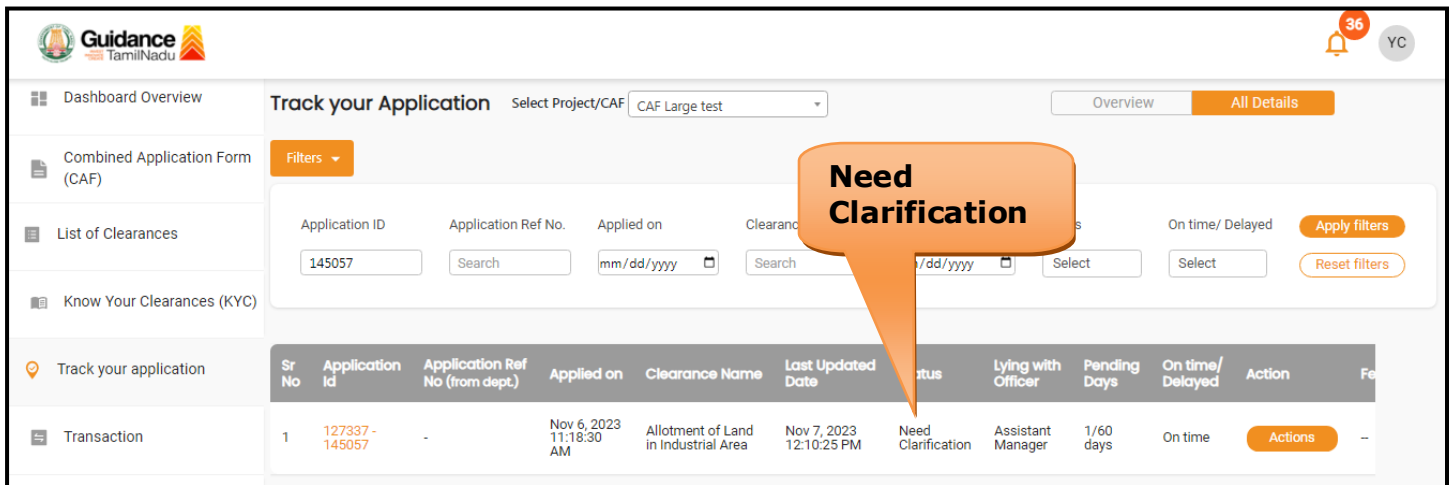
Apply filters | Reset filters

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action	Fee
1	127337-145057	-	Nov 6, 2023 11:18:30 AM	Allotment of Land in Industrial Area	Nov 6, 2023 11:20:25 AM	Application submitted	Assistant Manager	0/60 days	On time	Actions	-

Figure 28. ‘All Details’ tab

9. Query Clarification

- 1) After submitting the application to the State Industries Promotion Corporation of Tamil Nadu Ltd, Assistant Manager reviews the application and if there are any clarifications required, the Assistant Manager Officer would raise a query to the applicant.
- 2) Applicant would receive an alert message through Registered SMS/Email.
- 3) Applicants could go to 'Track your application' option and view the query under action items under the 'All Details' Tab.
- 4) Applicants could view the status as '**Need Clarification**' under the 'Status' column. Click on 'Action' button responds to the query as shown in the below figure.



The screenshot displays the 'Track your Application' interface. The top navigation bar includes 'Dashboard Overview', 'Combined Application Form (CAF)', 'List of Clearances', 'Know Your Clearances (KYC)', 'Track your application', and 'Transaction'. The main content area shows a search filter for 'CAF Large test' and a table of applications. A callout bubble points to the 'Need Clarification' status in the table.

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
1	127337 - 145057	-	Nov 6, 2023 11:18:30 AM	Allotment of Land in Industrial Area	Nov 7, 2023 12:10:25 PM	Need Clarification	Assistant Manager	1/60 days	On time	Actions

Figure 29. Need Clarification

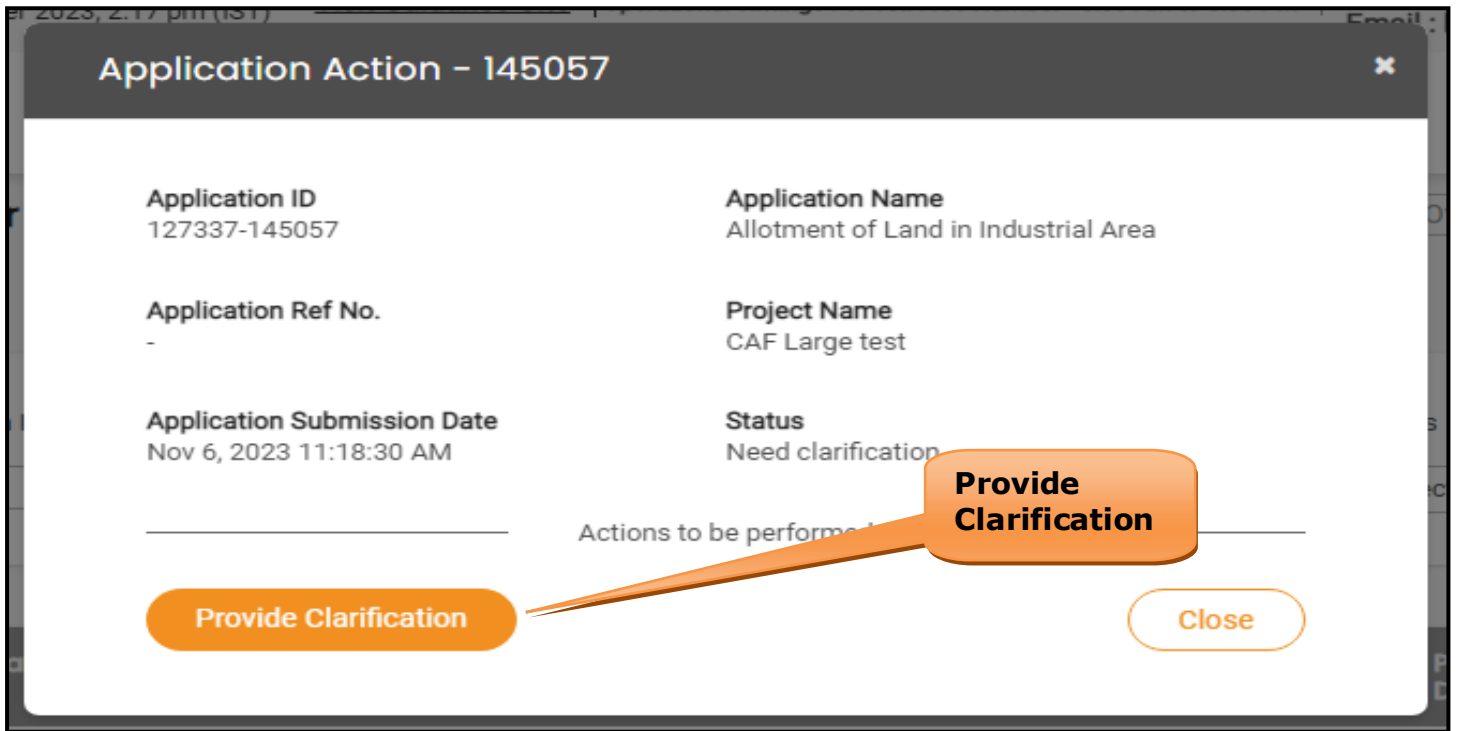


Figure 30. Provide Clarification

- 5) The Applicant clicks on '**Provide Clarification**' button and responds to the Query.
- 6) The Application gets submitted to the department after the query has been addressed by the Applicant.
- 7) The Status of the application changes from 'Need clarification' to '**Under Process**' after the Applicant submits the query.

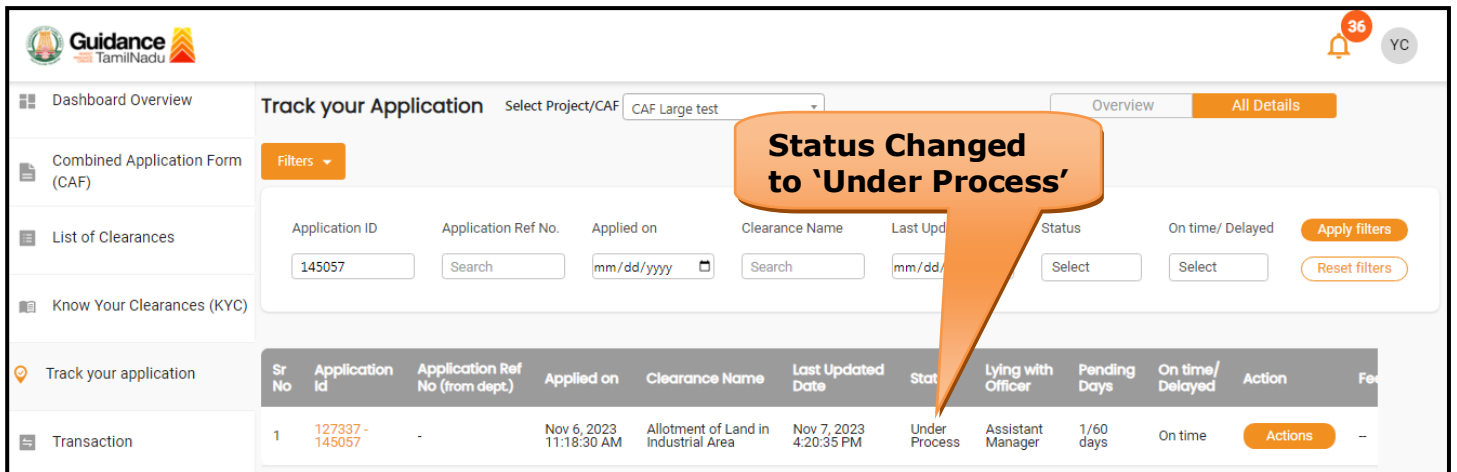


Figure 31. Under Process

10. Application Processing

- 1) The Managing Director scrutinizes and reviews the application and updates the status as **“Approved”** or **“Rejected”**.

The screenshot shows the 'Track your Application' interface. A callout bubble points to the 'Approved Status' in the table below.

Sr No	Application Id	Application Ref No (from dept.)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/ Delayed	Action
1	127337 - 145057	-	Nov 6, 2023 11:18:30 AM	Allotment of Land in Industrial Area	Nov 8, 2023 3:20:35 PM	Approved	Managing Director	2/60 days	On time	Actions

Figure 32. Application Processed

- 2) If the application is **‘Approved’** by Managing Director, the applicant can download the Certificate under **Track your application – > Action button -> Download** (Refer Figure 33)

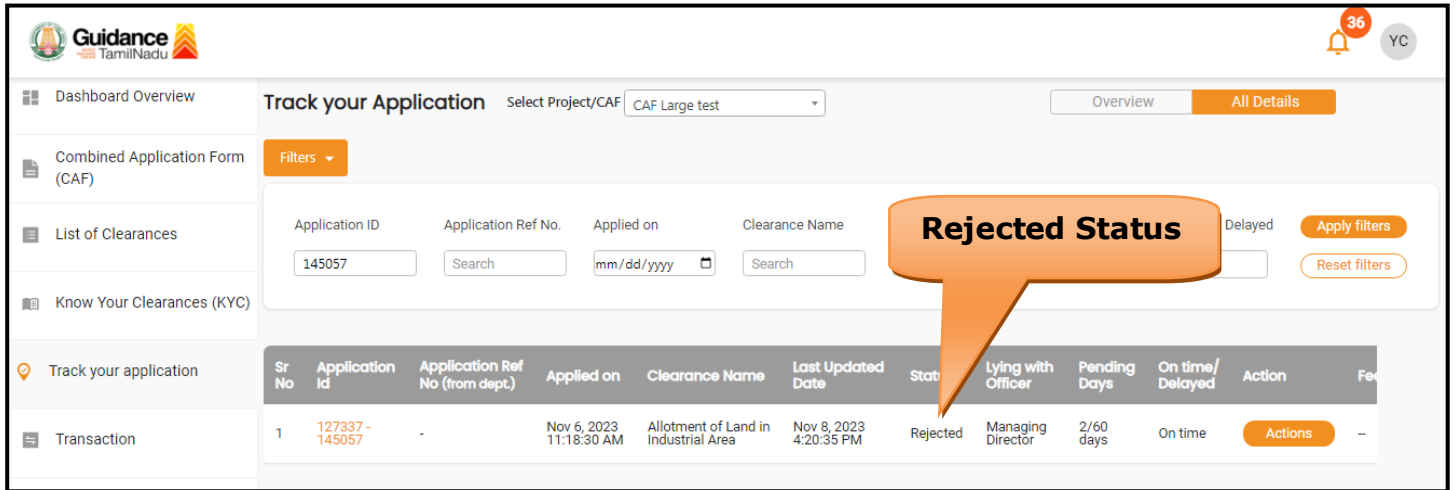
The screenshot shows the 'Application Action - 145057' modal window with the following details:

- Application ID:** 127337-145057
- Application Name:** Allotment of Land in Industrial Area
- Application Ref No.:** -
- Project Name:** CAF Large test
- Application Submission Date:** Nov 6, 2023 11:18:30 AM
- Status:** Approved

Below the details, there are several action buttons: **Download**, **Feedback - Application Processing**, **Feedback - Application Submission**, and **Close**. A callout bubble highlights the **Download** button.

Figure 33. Download

3) If the application is '**Rejected**' by Managing Director, the applicant can view the rejection remarks under the Actions Tab by the department. Applicant has to create a fresh application if the application has been rejected. (Refer Figure 34)



The screenshot shows the 'Track your Application' page. The application status is 'Rejected'. A callout bubble labeled 'Rejected Status' points to the 'Rejected' status in the table below.

Sr No	Application Id	Application Ref No (from dept)	Applied on	Clearance Name	Last Updated Date	Status	Lying with Officer	Pending Days	On time/Delayed	Action
1	127337 - 145057	-	Nov 6, 2023 11:18:30 AM	Allotment of Land in Industrial Area	Nov 8, 2023 4:20:35 PM	Rejected	Managing Director	2/60 days	On time	Actions

Figure 34. Rejected Status

