



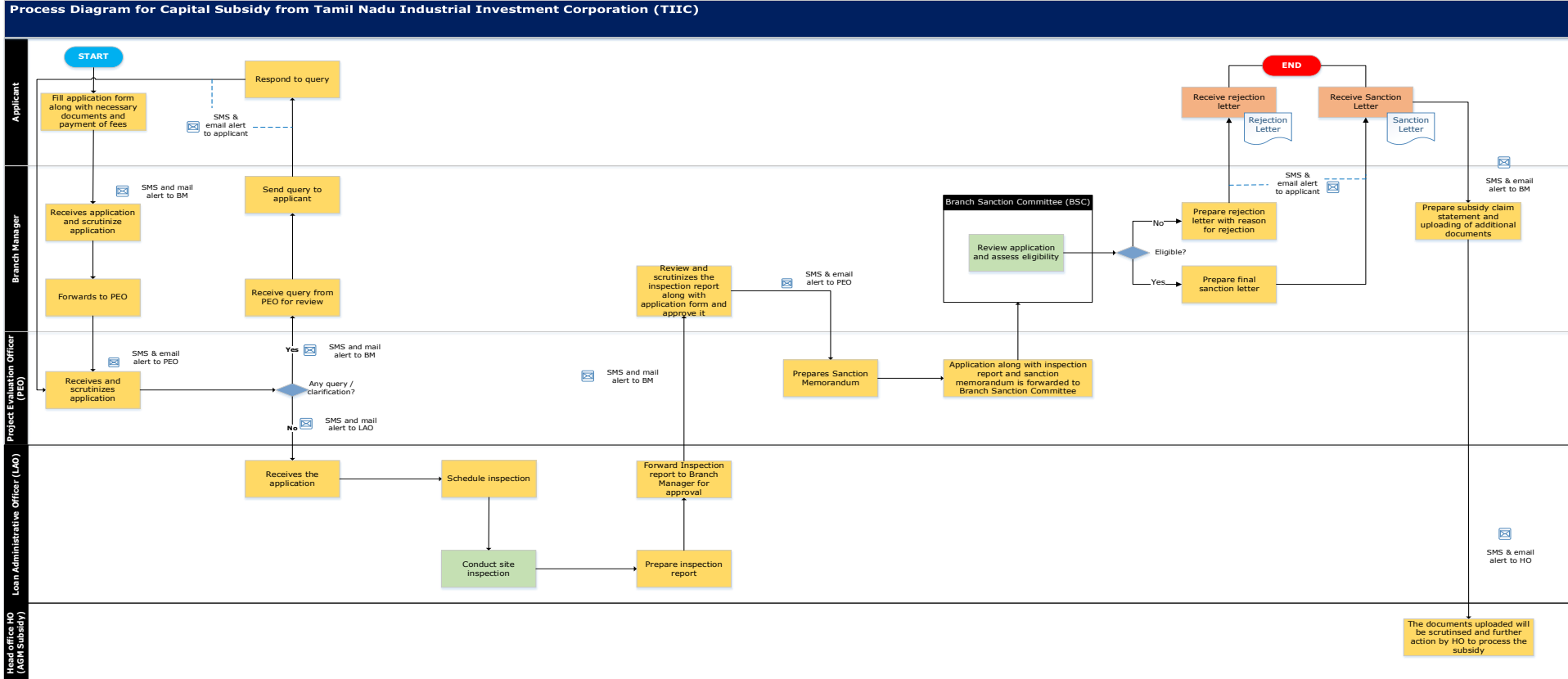
# **Capital Subsidy from Tamil Nadu Industrial Investment Corporation Limited (TIIC)**

Procedure, List of Supporting Documents and Fees

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# 1. Procedure



**Legend**

- Online - Single Window Portal
- Online - Department Portal
- SMS and Email alert triggered by the Single window Portal

## 2. Checklist of supporting documents

S. No.	Document
1	Udyam Registration Certificate
2	Partnership Deed, If Partnership Concern; in case Limited Company copy of Memorandum and Articles of Association duly signed by the Managing Director.
3	If the Enterprise is functioning in its own land, copy of land purchase deed duly signed by the applicant.
4	If the Enterprise is functioning in a leased land/ building, copy of lease agreement deed executed in stamp paper minimum of Rs.20/- , for a minimum period of 5 years from the date of commencement of commercial production .
5	Loan Sanction letter from the Bank / Financial Institution in respect of Bank / Institutional financed Enterprises.
6	Sanction order from TANGEDCO for power supply with copy of Meter card.
7	Copy of the invoices of Plant and Machinery.
8	Cash bills or stamped receipt duly self-attested (in case machinery is bought on loan, Bank Manager attestation is required). In case of non-availability of receipts, the bank scroll which shows the payment, with the details of the machinery supplier, should be furnished, in original, with the attestation of the Bank Manager.
9	Certificate of Chartered Accountant for fixed assets created as on date of commencement of commercial production in the prescribed form
10	Certificate of commencement of commercial production duly signed by Chartered Accountant.
11	<ul style="list-style-type: none"> <li>• Chartered Engineer's Certificate for the value of the plant and machinery.</li> <li>• Chartered Accountant Certificate for the expenses incurred for the purchase of Plant and machinery to be furnished.</li> <li>• Copy of the invoices for components bought</li> <li>• Cash bills or stamped receipt duly attested (Self attested; in case machinery is bought on loan, Bank Manager attestation is required)</li> <li>• Job work bills duly self-attested (in case job is carried out on loan, Bank Manager attestation is required)</li> </ul>
12	Copy of the first sale invoice raised after commencement of Commercial Production or copy of first delivery challan, in case of enterprises manufacturing on job work basis.
13	Self-declaration for having employed more than 25 workers
14	Copy of returns to Labour Department / Inspector of Factories Department etc.
15	<p>Social/clinical status Certificate from authorities concerned in respect of select category of entrepreneurs like SC/ST / Physically Handicapped and Transgender:</p> <p>SC/ST – Community Certificate from Tahsildar</p> <p>Physically Handicapped – Certificate from District Differently Abled Welfare Office</p>

S. No.	Document
	Transgender - Detail to be captured from Udhayam
16	Letter from Tamil Nadu Pollution Control Board regarding promotion of Cleaner and Environment friendly technologies in the unit.
17	Date of commencement of commercial production after expansion / diversification
18	Value of fixed assets before Expansion/diversification and after Expansion / diversification % increase of fixed assets due to Expansion / diversification.
19	Production capacity and Turnover (both in terms of units and value in Rs.) before expansion/ diversification (for minimum 3 years), after expansion / diversification (for minimum 3 months) and % increase of production capacity and Turnover due to expansion / diversification

### 3. Fees

No fee charged.

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