

Sr.No.....

Price Rs 1000/-

Agency no

Punjab School Education Board

Application form for allotment of an agency for the sale of text books.

The application form should be neatly and correctly filled in Incomplete form will not be entertained at any later stage, any of the particulars is found incorrect, the agency will be cancelled.

- 1 Name of the firm
- 2 Complete address
Shop No.Street/Bazar,V.P.O
- 3 Telephone No.and Mobile No
- 4 Nearest Railway Station
- 5 Year in which business was started by the firm
- 6 State whether the firm is
 - a) Limited Company, if so attach a list of directors
 - b) A cooperative society (attach a list of the present office bearers and member of the managing committee)
 - c) A partnership concern (state the name and address of each partner)
- 7 Have your any other branch in any other state if so, its location and address be given.
- 8 Number of the workers employed by the firm (this number should be given according to the register of employees maintained under the state shop act)
- 9
 - a) Are you an approved sale agent of the ptg. & stationer department of the Punjab Govt. or any other state of union govt.
 - b) if so since when
 - c) Give your Registration Number
- 10
 - a) Are you can approved sale agent of any university
 - b) if so since when
 - c) Give your registration number
- 11)
 - a) Are you already registered with the Punjab School Education Board
 - b) if so since then ?
 - c) Give your registration no.
 - d) Given details of the sales during the previous two years.
- 12) Has your agency been cancelled by the controller Ptg. and Stationary department of Punjab Govt., Punjab University or Punjab School Education Board or any other state Education Board at any state.
- 13) if so what were the reasons under which the agency was cancelled? Quote letters no and date vide which the cancellation under was communicated.
- 14) Give the sale tax no. (if any)
- 15) are you a printer of any of the Punjab School Education Board

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I hereby under take:-

- i) That an account of the text books purchased from the Punjab School Education Board and sold will be properly maintained and the available for checking by the officers of the Board as and whenever required.
- ii) That the firm will strictly abide by the terms and conditions of the agency, which have been read and are acceptable to us

The particulars and facts as stated above are correct to the best of my /our knowledge and belief and nothing has been concealed therefore. In case of any false statement i/we shall be responsible for the consequences.

Signature of the partner if any

Signature

Date.....

Designation

Office rubber stamp.

Note please intimate the Board if any material change in the particulars given above or change of address.

CERTIFICATE
Certified that

- 1) M/s bonafied firm/centre etc.
- 2) It will be in the interest of the students to grant the sale agency to the applicant.
- 3) He has submitted the prescribed fee of Rs. 1000/- vide board as ammended from time to time for the grant of sale agency.
- 5) I recommend /not recommended to allot the agency to the concerned applicant.

date:

Manager
Punjab School Education Board
Regional officer

FOR OFFICE USE ONLY

For account branch

Fee of Rs. 1000/- has been received vide Board's

Reciept No.....

Dated.....

Drafts No.....

Dated.....

Brach.....

Assistant

For text book cell

Application has been checked and found in order

Assistant

Superintendent

Registration Card No..... Dated..... has been issued.

Superintendent