

**GOVERNMENT OF INDIA  
MINISTRY OF COMMUNICATIONS  
DEPARTMENT OF TELECOM  
(LR CELL)**

**Sanchar Bhavan, 20 Ashoka Road, New Delhi –110 001.**

**APPLICATION FOR ISP LICENCE**

(Please read the Guidelines and draft Licence Agreement & Press Release carefully before filling up this form. The Application form should contain complete information on each and every point. Additional sheets may be added, if required. Incomplete application or application with conditional compliance shall be summarily rejected).

1. Application for the Service Area :-----  
(Separate application is to be :-----  
submitted for each service area)
  
2. Name of other service area(s) for 1. -----  
which application has been 2. -----  
submitted separately.(Attach 3. -----  
separate sheet, if required). 4. -----
  
3. Name of Applicant Company: -----  
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4. Complete postal address with  
telephone/FAX Nos.  
  
i) Corporate Office: -----  
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ii) Registered Office: -----  
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5. Address for correspondence -----  
with Telephone/FAX Nos. -----
  
6. Name of Authorised contact -----  
person, his designation and -----  
telephone/FAX Nos. -----
  
7. Proof of purchase of application form  
(Original receipt to be enclosed as

Annexure –I in case the Application form is purchased.)  
 (For downloaded Application forms, the processing fees is be Rs. 6,000/- instead of 5,000/-)

8. Certified copy of Certificate of Registration duly certified by the Registrar of Companies.  
 (Please enclose as Annexure –II)
9. Promoters/Partners in the Company:  
 (details of equity holding)

S. No.	Name of Promoter/Partner	Indian/ Foreign	Equity % age
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(Total foreign equity participation(s), if any, up to the extent of 49%, including NRI equity, both repatriable and non-repatriable, is allowed. Complete break-up of 100% of equity must be given).

10. Certified copy of Agreement between the Indian Company and Foreign Partner(s), if applicable.  
 (Please enclose as Annexure –III)
11. Certified copy of approval of Government of India for terms of Foreign collaboration or copy of application submitted to SIA/ Government in this regard with proof of submission.  
 (Please enclose as Annexure –III A)
12. Income Tax Clearance Certificate  
 (Enclose as Annexure –III B)
13. List of Telecom Service License(s) held by the company and its allied /sister concerns, if any, and their present status. (Attach separate sheet, if required)

(i) -----

- (ii) -----
- (iii) -----
- (iv) -----

14. Resolution of Board of Directors/other proof that the person signing the application is authorised signatory.  
(Enclose as Annexure –IV)

15. Demand draft towards payment of Processing Fee:

- (i) No. and date -----
- (ii) Amount -----
- (iii) Name of Bank on which drawn-----

(Enclose in a separate cover and attach to the application)

16. Performance Bank Guarantee:

- (i) No. and date -----
- (ii) Amount -----
- (iii) Valid up to (date) -----
- (iv) Name of Bank with full address and Telephone/FAX Nos. -----  
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(Enclose in a separate cover and attach to the application)

**Certificates:-**

1. I hereby certify that I have carefully read the guidelines and draft Licence Agreement on Internet Service. I fully comply with the terms and conditions therein.
2. I understand that this application, if found incomplete in any respect and/or if found with conditional compliance or not accompanied with the processing fee and/or requisite bank guarantee, shall be summarily rejected.
3. I understand that processing fee is non-refundable irrespective of whether or not the licence is granted to me.
4. I undertake to sign the Licence Agreement, a draft of which has been supplied to me within the prescribed time notified to me, failing which my application shall be rejected and processing fee forfeited.
5. I understand that all matters relating to the application or licence if granted to me will be subject to jurisdiction of courts in Delhi/New Delhi only.
- \*6. (a) I certify that none of the companies mentioned in Item 13 of the application form are in default of the conditions of licence granted under Section 4 of Indian Telegraph Act, 1885.  
  
(b) I certify that the companies mentioned in Item 13 of this application form are in default as on today of the conditions mentioned separately on attached sheet of paper, of licence granted under Section 4 of Indian Telegraph Act, 1885.  
  
\*- strike (a or b) whichever is not applicable
7. I understand that such companies and their allied or sister concerns who have failed to carry out the contractual obligations with regard to other Telecom Service Licences granted under Section 4 of Indian Telegraph Act, 1885 shall be granted ISP licence on the condition that any decision with regard to said default or breach whenever taken at the discretion of the Central Government will be applicable in all respects to me.
8. I understand that if at any time any averments made or information furnished for obtaining the licence is found incorrect, my application shall be liable to be rejected and any licence granted on the basis of this application shall be liable for termination.

Date  
Place

Signature and name of the  
Authorised Signatory  
(Company's Seal)

## GENERAL INFORMATION

(This page is only for information and guidance of applicants)

1. The application form is accompanied with:
  - i) Guidelines and general information on Internet service
  - ii) Draft licence agreement
  - iii) Draft performance bank guarantee as per Schedule 'D' of the draft Licence Agreement.
  
2. The application for ISP licence can be down loaded from DOT website 'dotindia.com'. Also, the blank application forms can be purchased from the headquarters of Telecom Commission at New Delhi and Telecom Circles outside Delhi from 18.2.1998 onwards on payment of Rs. 1,000/- only (Rupees One Thousand only), non-refundable. The payment will be accepted in the form of a crossed Account Payee Demand Draft drawn on any scheduled Bank in favour of "The Pay & Accounts Officer (Hqrs.), Department of Telecommunications, Sanchar Bhavan, New Delhi" or " The Accounts Officer, \_\_\_\_\_ Telecom Circle (Name of the Circle), \_\_\_\_\_ (name of the city where the circle headquarters is situated)", as the case may be.
  
3. Two copies of the application should be submitted (one original & one copy), marked distinctly as "Original" and "copy". **The original application including annexures must be signed in Ink on each page by the authorised signatory.** The application should be submitted by registered post/courier service or by hand to "The Assistant Director General (LR-I), Department of Telecommunications, Room No.1021, Sanchar Bhavan, 20 Ashoka Road, New Delhi-110 001".
  
4. Documents required as Annexures II, III, IIIA, IIIB & IV are to be enclosed with application for one of the service areas. In other applicatiion(s) it may be mentioned that these Annexures are enclosed with the application of \_\_\_\_\_ Service Area. Annexure I is to be enclosed with each application.
  
5. The Government reserves the right not to grant a Licence without assigning any reason.
  
6. Please use the Original Application Form only.