

TRAINING PARTNER – DOCUMENTS CHECK LIST

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|-----|---|-----|-----------------------|----|-----------------------|
| 1. | Certificate of Registration of Company/ Firm/ Society/ Trust | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 2. | Memorandum of Association | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 3. | Audited Account Statement of previous (FY 14-15) year | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 4. | PAN Number | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 5. | Service Tax Registration Number | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 6. | Registration/ Affiliation/ Accreditation of institute | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 7. | Passport size photograph of main promoter | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 8. | Age proof of main promoter (Driving license/ passport etc) | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 9. | Certificates for education qualifications | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 10. | Photographs / Layout of the current/ proposed training centre
(Layout, Classrooms, Workshops & other facilities) | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 11. | Property document showing ownership/ lease | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 12. | Income tax return of the main promoter | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 13. | Documentary proof of industry tie ups | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 14. | Trainer profile with photograph | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 15. | Self certified copies of certificate of Trainer | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 16. | Detail layout & Area of plumbing workshops and lab | Yes | <input type="radio"/> | No | <input type="radio"/> |
| 17. | Capacity of Class Room | Yes | <input type="radio"/> | No | <input type="radio"/> |