

FORM III

Name:
Address:
.....
Date :

To,
The Chief Officer/Chairperson
Cuncolim Municipal Council
Cuncolim – Goa

Sub:- Application for issue of Residence Certificate

Sir,

I, the undersigned request you to kindly issue me a residence certificate as per the below given address, as I am residing at since my birth /since last.....years and.....months.

The details of my place of residence, periodicity etc, are as under :

1. Full name of the applicant
2. Occupation :
3. Name of the head of the household in which the applicant resides
.....
4. Place of residence.....
5. House No.
6. House location at i.e village / vaddo/street etc
7. Name of Municipal Council
.....
8. The period of residence or since when the applicant resides at the above referred place
9. The place of residence prior to the place of residence as indicated above, in case the applicant was not staying continuously at the above given address
.....
10. If employed, where employed during the last 6 months
11. If in business the place of business during the last 6 months
12. If student, the place of study during the last 6 months
(Name of the school/Institution and standard in which studying)
13. Relationship of the applicant with the head of household with whom she/he resides
.....
14. Whether the applicant `s name included in the ration card of this taluka and the electoral roll in the affirmative indicate ration card no. and electoral roll no. and since when it is included
15. Whether the applicant has any immovable property or share in it in the place of residence and if so, give details
16. Purpose for which the residence certificate is required and before whom it is to be produced

Place:.....

Dated

Signature of the applicant

