

(To be furnished on Rs.20/- stamp Paper)

**FORMAT OF BOND**

KNOW ALL MEN BY THESE PRESENTS THAT we the \_\_\_\_\_ABC\_\_\_\_\_ (name of the organization as in Registration Certificates) an association registered under the \_\_\_\_\_ (name of the Registration Act) having been registered by the office of \_\_\_\_\_ (Name and full address of Registering Authority), vide Registration Number \_\_\_\_\_ dated \_\_\_\_\_ office at \_\_\_\_\_ in the state of \_\_\_\_\_ (herein after called the obligor/obligors) are held and firmly bound to the President of India (hereinafter called the Government ) to execute this bond in favor of Union Ministry of Culture for entire amount of Rs. \_\_\_\_\_ applied for vide application dated \_\_\_\_\_. The obligor is however is willing to accept the proposed amount or any other amount approved/ sanctioned by the Government. The obligor is willingly executing this bond of proposed amount with the stipulation that obligor will be bond upto this amount or by the actual amount approved /sanctioned by the Government, whichever is less. The obligor is also willing to accept all terms and conditions mentioned in the "Letter of sanction" to be issued by the Government including to refund the entire sanctioned amount with interest @10% per annum in case of misutilization of funds o5r any other reason.

2. Now the condition of the above written obligation is such that if the obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, then above written bond or obligations shall be void and of no effect. But otherwise it shall remain in full force and virtue. If a part of the grant is left unspent after the expiry of the period within which it is required to be spent, the obligors agree to refund the unspent balance alongwith interest at the rate of 10% (ten percent) per annum unless it is agreed by the sanctioning authority to be carried over to the next financial year. The amount of grant shall be refunded alongwith interest earned thereon.

3. The Society/ Trust agrees and undertakes to surrender /pay to Government the monetary value of all such pecuniary or other benefits which it may receive or derive/have received or derived through / upon unauthorized use (Such as letting out premises for adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grant was intended) of the property/ building or other assets created /acquired/ constructed largely from out of the Government grant. The decision of the Secretary to the Government of India in the Ministry of Culture or administrative Head of the Department concerned shall be final and binding on the Society/ Trust, in respect of all matter relating to the monetary value mentioned above to be surrendered/ paid to the Government.

4. The member of the executive committee of the grantees will

- (a) abide by the conditions of the grant in aid by the target dates, specified in the letter of sanction and
- (b) not divert the grants or entrust execution of the scheme or work concerned to other institution (s) or organization (s) ; and
- (c) abide by any other conditions specified in the agreement governing the grant-in-aid .

5. AND THESE PRESENTS ALSO WITNESS THAT

- (i) The decision of the Secretary to the Government of India in the Ministry of Culture on the question whether there has been breach or violation of any of the terms and conditions mentioned in the sanction letter shall be final and binding on the obligors; and
- (ii) The Government shall bear the stamp duty payable on these presents.

In witness whereof these presents have been executed as under on behalf of the obligors and day herein above written in pursuance of the Resolution No. \_\_\_\_\_ dated \_\_\_\_\_ passed by the Governing Body/ Executive Committee of the obligors, a copy whereof is annexed hereto as Annexure B.

6. Signed this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_.

Signature \_\_\_\_\_  
Name of President/Secretary \_\_\_\_\_  
Date and Stamp \_\_\_\_\_  
Name of the Obligor Association as registered \_\_\_\_\_  
Full Mailing Address \_\_\_\_\_  
Telephone Number/Mobile No. \_\_\_\_\_  
Email address \_\_\_\_\_  
Fax Number \_\_\_\_\_

(In the presence of ) Witness name, address, signature and date

(i) \_\_\_\_\_  
(ii) \_\_\_\_\_

**Note: To be signed and stamped by President or Secretary of the grantee with date on each page.**

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**For official use of Ministry of Culture**

<b>Checked by</b>	<b>Counter checked by</b>	<b>Accepted for and on behalf of the President of India</b>
Signature-----	Signature-----	Signature-----
Name of DA----- -	SO BTI/GPP	Under Secretary to Govt. of India
Designation-----	Stamp	Stamp

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**RESOLUTION**

The governing Body of \_\_\_\_\_ Samiti/Sansthan/  
Association resolve to comply with the terms and conditions as stated in the Bond and undertake full responsibilities  
for the proper utilization of grant as approved for the purpose of  
\_\_\_\_\_  
\_\_\_\_\_ during the year  
\_\_\_\_\_ by the Government of India vide its letter no \_\_\_\_\_ date \_\_\_\_\_. (Full  
Name and Designation) Shri/Smt. \_\_\_\_\_ is  
authorized to sign the Bond on its behalf.

Dated:

Signature of the Head of the  
Samiti/ Sansthan /Association \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
Name & Address of  
Organization \_\_\_\_\_  
Rubber Stamp

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Checked by	Counter checked by	
Signature-----	Signature-----	Signature-----
Name of DA-----	SO BTI/GPP	Under Secretary to Govt. of India
Designation-----	Stamp	Stamp

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## AGENCY REGISTRATION

1	Type of Registration	Individual/NGO/Statutory Body/Autonomous organization
2	Agency/Individual Name	
3	Act/Registration No.	
4	Date of Registration	
5	Registering Authority	
6	State of Registration	
7	Father's /Husband's Name	If applicable
8	Date of birth	
9	PAN No./TIN No./TAN No.	
10	Address	
	City, District/State	
	Pin Code	
11.	Contact Person	
12	Phone Number	
13	Mobile Number	
14	E-Mail	
15	Name of the Bank & Address	
16	Account No.	
17	Agency' name as per bank details	
18	Mode of Electronic Transfer available	
19.	IFSC Code/ MICR Code	

Signature of Individual /President/Secretary of org.

(Seal)

### For official use of Ministry of Culture

Checked by

Signature-----  
Name of DA-----  
Designation-----

Counter checked by

Signature-----  
SO BTI/GPP  
Stamp

Signature-----  
Under Secretary to Govt. of India  
Stamp

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**AUTHORIZATION LETTER**

I/We \_\_\_\_\_ (Name of the organization/Society/NGO) would like to receive the sums disbursed by the Ministry of Culture to me /us electronically to our bank account ; detailed

Payee's particulars								Bank Details						
Name of the payee as in bank account	Address	District	Pin code	Mobile Number	Telephone Number with STD code	Fax. No.	E-mail Address (If any)	Name of the Bank	Bank Branch (full address)	Bank Account No.	Account Type	Mode of Electronic Transfer available	IFSC Code	MICR Code

Account number has been verified by me  
 Sign----  
 Manager \_\_\_\_\_  
 Date:  
 (Bank Branch maintaining the account)  
 (Seal)

Signature (Name) \_\_\_\_\_  
 Name of the organization \_\_\_\_\_  
 Registration Number \_\_\_\_\_  
 Authority & Place of registration \_\_\_\_\_  
 Date of Registration \_\_\_\_\_

For official use of Ministry of Culture

Checked by

Counter checked by

Signature-----  
 Name of DA-----  
 Designation-----

Signature-----  
 SO BTI/GPP  
 Stamp

Signature-----  
 Under Secretary to Govt. of India  
 Stamp

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