INCOME CERTIFICATE FORM

(A Self-Attested copy to be attached with application)

I certify to the best of my knowledge that the average monthly income in the preceding year **ending 31st March, 2014** from all sources (i) of the applicant Shri/Smt./Kum..... of village ..... Tehsil…….., District, ... was Rs..... per month (ii)of his/her father/Mother/Spouse/guardian* Shri/Smt./Kum.*…… …… was Rs..... per month, i.e. (iii) a total monthly income of Rs. ..... per month (i + ii), I further certify that Shri/Smt./Kum.*..... (Applicant) is a citizen of India.

(Signature of competent authority)**
Designation**/Address
Seal of Office

Date_____
Place_____

NOTE

The salary of the applicant (if employed) and of his parents/guardians including the income, if any, from the landed property of other sources after deducting rebatable items as per income tax assessment has to be taken into account in declaring the total income; (any scholarship or fellowship which the applicant may be receiving is not to be treated as a salary and may, therefore be excluded). In case of salaried class, Conveyance Allowance, Overtime Allowance, and rent-free accommodation shall not be included in determining the income, Deputation Allowance, Honoraria for undertaking other work, Special Pay and Bonus etc. shall, however, be treated as income.

2. So long as either of the parents is alive, the total income of the living parents including that of the applicant, or if supported by guardian (s), the total income of the guardian (s) including that of the applicant has to be specified.
In case the applicant is self-supporting or is himself/herself the head of the family, the total income of the applicant and of his/her spouse has to be specified.
* Score out that which is not applicable.
** The income certificate may be signed by one of the following as the case may be:-

- **(i)** The Official Superior or head of the Department in cases where the parents/guardian(s)/applicant is in Govt. Service;
- **(ii)** The employer, in case of parents /guardian(s)/applicant in private employment;
- **(iii)** Competent gazetted officer of Government in case of parents/guardian (s)/applicant in private, not in regular service; and
- **(iv)** A gazetted officer of the Revenue/Sales Tax Department in the case of parents/guardians (s)/ applicant who are agriculturists/merchants (the Revenue Officer should not below the rank of Tehsildar).

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