



LIC

भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Life Insurance Corporation of India .
Eastern Zonal Office , OS Dept . ,
Hindusthan Building , 4Th Floor .
4 C.R. Avenue , Kolkata -700072 .
Ph:2212-7302, Mail:ez_os@licindia.com

=====

ANNUXRE-B

=====

APPLICATION FOR EMPANELMENT OF TRAVEL AGENTS FOR THE PURPOSE OF LTC .

=====

- (1) Name of the agency /Firm.....
- (2) Date of Establishment/Incorporation
- (3) Full Address and Tel. & Mob No
- (4) Office Address (if separate)/Tel No & Mob No
- (5) Status: propitiatory/partnership//private Ltd./ Public Ltd
- (6) Name of the Partners and their address
- (7) Name of the Executives with present address and Tel. & Mob . No
- (8) Name of the Nodal Person /Design. & Mob. No who would be calling on us and attending our jobs
- (9) Trade Licence No.
- (10) Last renewal date of Licence & Valid upto
- (11) PAN NO
- (12) GSTIN No
- (13) Bank Details : Name of Bank,Branch & address
- Account Number
- Type of Account -Savings/current,Bank's IFSC Code
- (14) Whether holding certificate under shop & establishment Act. & Renewed
- (15) Furnish a list with Phone Number mentioning Names of the Offices of LIC/PSU/State /Central Govt./Reputed Private, Multinational Sectors /Valued Customer where you have conducted Tour Programme during last 3 years
- (16) Mention other specialities/Facilities
- (17) Whether the Agency/ Firm is having own Hotel arrangement/ Lodge /Guest House , in any Tourist Place , if so ,furnish details :
- (18) Are you agreeable to abide by the Terms and Conditions as per ANNEXURE -A ?

I/We.....request Life Insurance Corporation of India , Eastern Zonal Office , Kolkata , to empanel my/our Agency /Firm in the list of their Approved Travel Agents for LTC purpose and agree to perform works according to their requirements and full satisfaction .

Signature with date
(Office seal)

(continued)

Documents to be submitted (All self attested Photocopy with stamp)

- (1) I.T. returns /Assessment Order for last 5 years , (CA Certificate regarding Annual turnover should be Attached) .
- (2) Valid trade Licence ,
- (3) GSTIN Certificate ,
- (4) Valid Certificate for Shops & establishments ,
- (5) PAN Card ,
- (6) Page of Bank pass book/ Cheque leaf containing Bank details ..