

**FORM 40**  
[See rule 63 (2)]

**APPLICATION FORM FOR GRANT OR RENEWAL OF LETTER OF AUTHORITY**

**To**  
**The Registering Authority,**

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.....

I/We..... address .....hereby submit the following information, namely:

1. Name of the applicant .....
2. Son/wife/daughter of .....
3. Address (proof to be enclosed) .....
4. Qualification of the applicant .....
5. Experience in automobile workshop .....
6. Whether involved/connected directly .....
- or indirectly in transport business .....
7. Machinery and equipment .....
8. Staff engaged in different cadres: -- .....
- (i) Manager .....
- (ii) Foreman .....
- (iii) Mechanic .....
- (iv) Helpers .....
- (v) Other administrative staff .....
9. Particulars of a person as required under .....
- clause (a) of sub-rule (3) of Rule 63 of .....
- the Central Motor Vehicles Rules .....
- (a) Name .....
- (b) Age .....
- (c) Qualification in automobile engineering .....
- (d) Actual experience in automobile workshop .....
- (e) Name of firm with full address .....
- (f) Driving experience of various types of transport vehicles -- .....
- (i) Driving licence number .....
- (ii) Issued by .....
- (iii) Date of issue .....
- (iv) Type of vehicle .....
- (v) Period of validity of driving licence .....
- (vi) Endorsement on driving licence, if any .....

- 10. Proof of land owned by or hired by the Applicant .....
- 11. Whether garage is equipped with following facilities: -- .....

  - (i) Water supply .....
  - (ii) Electricity .....
  - (iii) Toilet .....
  - (iv) Rest room .....

- 12. Sources of finance .....
- 13. If application is for the renewal of letter of authority, .....

  - furnish following particulars, namely: -- .....
  - (i) Number of existing letter of authority .....
  - (ii) Date of issue .....
  - (iii) Period of validity .....
  - (iv) If application is not submitted within time, .....
  - state the reasons .....
  - (v) Whether letter of authority suspended/ .....
  - cancelled/ surrendered earlier. Further Details .....

14. I hereby solemnly declare that the information given above is true and correct. Further, I hereby declare that I shall abide by the rules, regulations and conditions attached to the letter of authority and as prescribed in the Motor Vehicles Act, 1988, and the Central Motor Vehicles Rules, 1989.

Dated.....

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Signature of the Applicant