

Government of Karnataka
Department Of Electronics, Information Technology
and Biotechnology

Operational Guidelines
for
Biotechnology Policy 2024 -2029

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List of Abbreviations

BIS	Bureau of Indian Standards
BT	Biotechnology
CA	Chartered Accountant
CE	Conformity European
CEO	Chief Executive Officer
CETP	Common effluent treatment plant
CFO	Consent for Operation
CIF	Common Instrumentation Facility
CLSS	Credit Linked Subsidy Scheme
CMMI	Capability Maturity Model Integration
DA	Daily Allowance
DBT	Department of Biotechnology
DD	Demand Draft
DIC	Department of Industries and Commerce
DLC	District Level Committee
DLSWCC	District Level Single Window Clearance Committee
DPR	Detailed Project Report
DST	Department of Science and Technology
EOU	Export Oriented Units
EPCs	Export Promotion Councils
ESCOMs	Electricity Supply Companies
ETP	Effluent Treatment Plant
FCFS	First Come First Serve
GLP	Good Laboratory Practices
GMP	Good Manufacturing Practices
GO	Government Order
GoI	Government of India
GoK	Government of Karnataka
GST	Goods and Services Tax
GSTR	Goods and Services Tax Return
GxP	Good Practice
HPLC	High Performance Liquid Chromatography
IAF	International Accreditation Forum
IEM	Industrial Entrepreneurs Memorandum
IFSC	Indian Financial System Code
IHWDP	Industrial Hazardous Waste Disposal Project
IL	Industrial License
ISO	International Organization for Standardization
ITPO	India Trade Promotion Organisation
KEB	Karnataka Electricity Board
KEONICS	Karnataka State Electronics Development Corporation Limited
KGF	Kolar Gold Fields
KIADB	Karnataka Industrial Areas Development Board
KITS	Karnataka Innovation and Technology Society
KLR	Karnataka Land Reforms
KSFC	Karnataka State Financial Corporation
KSIIDC	Karnataka State Industrial & Infrastructure Development Corporation
KSPCB	Karnataka State Pollution Control Board
KSSIDC	Karnataka State Small Industries Development Corporation
KUM	Karnataka Udyog Mitra

LLP	Limited Liability Partnership
MD	Managing Director
MSME	Micro, Small and Medium Enterprises
MSMED	Micro, Small and Medium Enterprises Development
NABCB	National Accreditation Board for Certification Bodies
NABL	National Accreditation Board for Testing and Calibration Laboratories
NEFT	National Electronic Funds Transfer
OEM	Original Equipment Manufacturer
OPG	Operational Guidelines
PAN	Permanent Account Number
PIP	Project Implementation Process
PLI	Production Linked Incentive
PR	Production Linked Incentive
RBI	Reserve Bank of India
RR	Revenue Registration
RTGS	Real Time Gross Settlement
RWH	Rainwater Harvesting
SA	Social Accountability
SC	Scheduled Castes
SGST	State Goods and Services Tax
SHLCC	State High-Level Clearance Committee
SLSWCC	State Level Single Window Clearance Committee
SPV	Special Purpose of Vehicle
ST	Scheduled Tribes
STP	Sewage Treatment Plant
UDIN	Unique Document Identification Number
VFA	Value of Fixed Asset

1. Introduction

The fiscal incentives provided under the Karnataka Biotechnology (BT) Policy 2024-29 forms the 6th pillar of the policy. They are described in this operational guideline document. The incentives shall be administered as per these guidelines.

The definitions, eligibility criteria and procedures for claiming and sanctioning of various incentives, concessions and subsidies have been explained in this operational guideline to guide the applicants, as well as the administration.

Subsidy and reimbursement amount shall be released/disbursed on seniority basis depending upon the budget allocated under the Policy by the State Government, during the respective financial year.

The Department will put in place required mechanisms that will provide for a conducive environment for application, review, approval and disbursement of these incentives.

In this regard, the following committees/sub-committees have been constituted. If required, additional sub-committees may be constituted to evaluate specific incentives and offerings or provide their decisions in special cases. These Committees shall take a decision in accordance with the current policy and the decision thus taken shall be final and binding on all concerned.

2. Definitions

1. Acceleration Center	This differs from Biotechnology Incubator in the area of focus. This focus on rapidly scaling startups with more established products or services. A scaleup is at the stage where businesses are at a later stage of their development.
2. Anchor Industry	The first two manufacturing enterprises in a taluk providing a minimum direct employment of 75 persons with a minimum investment of ₹100 crore are called as Anchor Industries. The definition applies to taluks where no such industry exists at present.
3. Biotechnology Product	A product, which uses or is derived by using (a) Living systems, (b) Enzymes, (c) Bio-catalysts and any of the following processes viz. (a) Genetic Engineering, (b) Cell Culture (c) Bioprocess engineering, (d) Protein Engineering, (e) Tissue Engineering, (f) Microbial technology, (g) Bio-Informatics, (h) Genomics, (i) Bio-Transformation, (j) Molecular breeding, (k) Bio-Diagnostics, (l) Vaccine Technology, (m) Embryo Manipulations (subject to legal and ethical regulations), (n) Pharmacogenomics, (o) Proteomics or any other included under broad discipline of biotechnology.
4. Biotechnology Start-up	An entity involved in crafting repeatable and scalable biotechnology product or service making a positive impact in the society, where the solution is not obvious, and success is not guaranteed. An entity shall be considered as a "Startup" if the entity fulfils the conditions in section 4.1 of this document.
5. Biotechnology Unit/Company	A unit engaged in manufacture of 'Biotechnology Products' (as defined in section 2.3 of this document). The term 'unit' refers to a legal/corporate entity (e.g. a Public or Private Limited Company/ Partnership or Proprietorship Firm) with separate books of accounts and an independently located facility.
6. Common Instrumentation Facility (CIF)	Biotechnology product startup incubator offering shared prototyping facility with equipment such as Spectrophotometer, Microscope, LC-MS, Prep/Analytical HPLC, Gas Chromatography, Flow cytometry, Fermenters, Freeze Drier, Microplate reader etc. in addition to incubation services,

	mentor and investor connects and also to co-working space, private office spaces, training rooms, and other amenities.
7. Existing Biotechnology Unit	A Biotechnology unit that has commenced production before the Effective Date of this policy.
8. Expansion (def.)	A Project/ Unit in Karnataka that has existing capacity of the goods proposed to be manufactured and there is an increase in fixed capital investment. If this results in manufacture of new goods other than proposed to be manufactured, then it is called as 'diversification'.
9. Incubator	An entity providing space, connectivity, software, hardware, equipment, infrastructure facilities, mentoring, training, funding, legal services, accountancy services, technical assistance, networking activities, marketing assistance legal & accounting services etc. to Startups for initial growth. An incubator should have a minimum 2500 sq. ft. area and should be an incubation facility for a minimum 20 seats. The incubator should have provision to provide necessary infrastructure to startups such as plug and play facilities, meeting/conference rooms/office space or shared services, high-speed internet access, etc.
10. Large Industry	An entity shall be considered as a "Large Industry" if the entity fulfils the conditions in section <u>4.3</u> of this document.
11. Micro, Small, and Medium Enterprises (MSME)	MSME in Biotechnology Industry shall be construed as per the definition under the MSME Act 2006 (as amended from time to time) of the Government of India. An entity shall be considered as a "MSME" if the entity fulfils the conditions in section <u>4.2</u> of this document.
12. New Biotechnology Unit	A Biotechnology unit formed on or after the date of adoption of this policy, in case of any dispute arising out of interpretation of any definition, the interpretation of state Government shall be treated as final.
13. Patent	A patent is an exclusive right granted for an invention, which is a product or a process that provides, in general, a new way of doing something, or offers a new technical solution to a problem. To get a patent, technical information about the invention must be disclosed to the public in a patent application. Indian and international patents are covered in this policy.
14. Plant and Machinery	Plant and Machineries means new plant and machinery and pre-used/ pre-owned plant and machinery having usable life for at least further ten years certified by Chartered Engineer including cost of transportation, foundation, erection, installation and electrification, capitalized under the head of plant and machinery. Plant and Machinery directly involved in the manufacturing/business process.
15. Prototype	A prototype is an early sample, model, or release of a product built to test a concept or process.
16. Quality Certification	Quality Certification is the result of a product or service meeting the established criteria set by a certificate granting organization such as the characteristics of a product or service that bear on its ability to satisfy stated or implied needs and the product or service is free of deficiencies.
17. Turnover	The aggregate value of the realisation of amount made from the sale of manufactured goods by the company/enterprise during a financial year. Income from other sources (non-operating activities) like interest received, grants or subsidies, trading activity, resale of products/goods will not be counted under turnover.
18. Value of Fixed Asset (VFA)	Value of Fixed Assets (VFA) shall mean the total investment made on land, building and plant and machinery as defined in above definition.

3. Management and Administration of Policy

3.1. Process for Company Registration

Registration of a BT company is a one-time process. Any addition of a unit can be registered through an amendment of the original certificate. In order to avail any benefit, the company should be registered under BT policy.

Processing fees for biotech company registration is ₹10,000 + 18% GST

3.2. Process for Application for Incentives

The mandated forms will be circulated through a link by the department and applicants shall apply through the same.

An applicant can apply for incentives under the policy upon commencement of commercial operations. It is mandatory to have obtained SLSWCC/SHLCC approval for New and Diversification/Expansion/Units to apply for incentives under the Policy. All applications shall be submitted through the online portal notified under the policy. The applicant shall pay an online processing fee as per the schedule set out below:

Table 1: Processing fees for incentive applications

Sl. No.	Investment Size as approved in Single Window (in ₹)	Processing Fee
1.	>= 1,000 Crore	₹1,25,000
2.	>= 500 Crore and < 1,000 Crore	₹1,00,000
3.	>= 250 Crore and < 500 Crore	₹75,000
4.	>= 75 Crore and < 250 Crore	₹50,000
5.	>= 25 Crore and < 75 Crore	₹25,000
6.	< 25 Crore	₹10,000

Upon successful submission of an application, a unique application ID shall be issued to the applicant. All applicants may refer to their application ID for any future correspondence on the subject. If any company has more than one unit in Karnataka, to avail benefits under the policy, a single Login ID for all the units will be applicable. The applicant may apply for incentives by filling the relevant application forms and attaching the soft copies of all supporting documents applicable for making an application for incentives. In case a company is applying for different incentives under the policy at different points of time, the company can do so through the same application by providing the additional details and supporting documents for the relevant incentives. The company may access its application through the same login ID created. Eligible companies shall submit applications in the prescribed format along with the documents for sanction of subsidy within a period from 12 months from the date of commencement of commercial production. KITS will assess the completeness of the application and give an acknowledgement to the applicant regarding receipt of application. In case, any documents are missing, KITS will return the application to the applicant for updation. Once KITS has received a complete application, it will review and verify all the documents and will conduct a physical inspection of the unit (if required), on authorization from Managing Director, KITS. Based on its evaluation, KITS will submit the application and evaluation report to the Executive Committee, which will take a final decision regarding the approval on incentives. KITS will inform the applicant regarding the decision of the Executive Committee. If approved, the applicant will be required to submit the relevant undertakings for incentive claim. KITS will subsequently disburse the incentive amount to the applicant.

3.3. Stakeholders

3.3.1. Nodal agency and other key supporting institutions/professionals

Karnataka Innovation and Technology Society (KITS) will be the nodal agency for implementation of this policy and will be responsible for the implementation of the policy. The primary responsibility of the nodal agency for execution of the policy include:

- a. Receipt of application, examination and appraisal of applications and issuing acknowledgements.
- b. Determination of eligibility of applications based on product categories and other eligibility criteria set in these guidelines.
- c. Detailed examination and appraisal of applications.
- d. Assisting potential applicants with any queries related to the Policy.
- e. Making appropriate recommendations to the Executive Committee for approval of applications under the Policy.
- f. Examination of claims for disbursement of incentive and making appropriate recommendations to the Executive Committee.
- g. Verification of the reconciliation of disbursement claims with the prescribed documents.
- h. Issuing approval letter to the Applicants on basis of recommendations from the Executive Committee.
- i. Disbursal of incentives to the Applicants who claims are found eligible under the Policy and are approved by the Executive Committee, as per the procedures laid out in these guidelines
- j. Compilation of data regarding progress and performance of the Policy through quarterly review reports and other information/documents.
- k. KITS may request for additional information, details, documents from the Applicant as deemed necessary.
- l. KITS shall have the right to carry out physical inspection of an Applicant's manufacturing units and offices through site visits. However, such visits shall be required to be pre-authorized by Managing Director, KITS.

An in-house technical team shall be constituted within KITS. It shall support the nodal agency in policy incentives promotion, policy administration, management and coordination related activities for Policy implementation.

3.3.2. Executive Committee

An "Executive Committee" shall be constituted to oversee the execution and approval/sanctioning of incentives of value more than ₹2 Crores under the policy under the chairmanship of Addl. Chief Secretary/Principal Secretary/Secretary to the Government, Department of Electronics, IT, BT, and S&T. MD, KITS shall be the Member Secretary on this committee. The primary responsibilities of the Executive Committee shall include, among others,

- a. Consider and review the recommendations made by the review committee for consideration under the policy. Based on need, the Executive Committee may seek additional information from the applicants before taking a decision.
- b. The Executive Committee shall also deal with exceptional cases to provide flexibility in the policy.
- c. Review and recommend amendments, if necessary, the eligible activities and criteria falling under Biotechnology category other than those mentioned in the Government Order No: ITBT 02 PRM 2024, BENGALURU, dated: 25.09.2024, in case a need arises for the same
- d. Policy related decisions including recommendations on changes to policy, exceptions, amendments, revisions and other policy related matters

- e. The Executive Committee is authorized to recommend any amendments in the policy and guidelines for effective functioning of the policy.
- f. Periodic reviews with respect to progress and performance of the policy and changes, if any to the policy and guidelines.

Table 2: Executive Committee Members

SI. No.	Committee Members – Executive Committee	Position
1.	The Additional Chief Secretary/Principal Secretary/Secretary to the Government, Department of Electronics, Information Technology, Biotechnology and Science & Technology, Government of Karnataka	Chairperson
2.	Managing Director, Karnataka Innovation and Technology Society, Department of Electronics, Information Technology, Biotechnology and Science and Technology	Member Secretary
3.	Secretary, Budget & Resources, Government of Karnataka	Ex-officio Member
4.	Commissioner for Industrial Development and Director of Industries & Commerce, Government of Karnataka	Ex-officio Member
5.	Commissioner, Commercial Taxes, Government of Karnataka	Ex-officio Member
6.	Chief Executive Officer, Karnataka Industrial Area Development Board	Ex-officio Member
7.	Inspector General of Registration – Enforcement, Department of Stamps & Registration, Government of Karnataka	Ex-officio Member
8.	Director (Technical), Energy Department, Government of Karnataka	Ex-officio Member
9.	President, Association of Biotechnology Led Enterprises	Ex-officio Member
10.	Representative, Indian Institute of Science, Bangalore	Member
11.	Director and CEO, The Centre for Cellular and Molecular Platforms (C-CAMP)	Member
12.	Nominee – Member of Institution of Engineers (India) having Chartered Engineer (India) certificate issued by Institution of Engineers (India)	Member
13.	Chairperson of the Committee may nominate/invite any other Subject Expert/Industry Representative as a special invitee to the Committee	

3.3.3. Review Committee

A “Review Committee” shall be constituted to review the applications once they have been validated by the in-house technical team. This committee shall oversee the execution and approval/sanctioning of incentives of value less than ₹2 Crores under the policy under the chairmanship of Managing Director, Karnataka Innovation and Technology Society. The Review Committee shall review and validate all the applications including but not limited to certifying the Eligible Products/Activities under the policy, approval of capital items and verification of incentive claims and supporting proofs submitted by the applicant in accordance with the relevant standards and industry benchmarks. The Review Committee shall also review proposals for new products/activities to be included under the list of Target Segments/Eligible Products & Activities and make necessary recommendation to the Executive Committee. The committee shall evaluate the specific nature of product/activity and certify its eligibility under the policy. The certification of the Review Committee shall be based on sound justification arising from the technical expertise and industry knowledge of the members. The roles and responsibilities of the Review Committee shall include:

- a. Review the applications and enquiries received from the in-house technical team and certify the eligibility of the products in conformance with the products/activities set out in the Government Order.
- b. Review and approve the list of capital items submitted by the applicant for eligibility under the Policy. Verify and approve the Sanctioned Capital Expenditure.

- c. Review of incentive application and claims submitted by applicant and to verify they are in line with industry standards and benchmarks.
- d. For products/activities beyond those specified in the Government Order, review and certify the eligibility of any additional product/activity as part of the Biotechnology industry with respect to coverage of the policy.
- e. The review committee shall make recommendations to the Executive committee on the applications for incentives above ₹2 crores.

The Review Committee shall be qualified to assess any investment proposals received from Government to evaluate whether the investment proposals are eligible/suitable to be included under the ambit of the Policy, based on the nature of activity and potential benefit to the BT ecosystem in the State arising out of the investment. Additionally, the Review Committee shall look into the investments above ₹250 Cr. as per the provisions of BT Policy and evaluate whether the investment proposals are eligible/suitable under the policy. The Review Committee shall meet as and when required to review the applications placed before it by the in-house technical team.

A technical sub-committee shall be constituted among the members of the review committee. This committee shall primarily review the technical aspects of proposals of investment and requests for incentives which are in line with the policy and will also be responsible for clarifying/resolving any other issues pertaining to incentives.

The Review Committee shall consist of key industry representatives and technical experts.

Table 3: Review Committee Members

Sl. No.	Committee Members – Review Committee	Position
1.	Managing Director, Karnataka Innovation and Technology Society	Chairperson
2.	Under Secretary, Finance Department, Government of Karnataka	Member
3.	Joint Director, Department of Industries & Commerce, Government of Karnataka	Member
4.	Joint Commissioner, Commercial Taxes, Government of Karnataka	Member
5.	Chief Engineer & Chief Development Officer, Karnataka Industrial Area Development Board	Member
6.	Assistant Inspector General of Registration – Enforcement, Department of Stamps & Registration, Government of Karnataka	Member
7.	Director (Technical), Energy Department, Government of Karnataka	Member
8.	President, Association of Biotechnology Led Enterprises*	Member
9.	Representative (Life Sciences/Biotechnology Expert), Indian Institute of Science, Bangalore*	Member
10.	Director, Institute of Bioinformatics and Applied Biotechnology* OR Director, Centre for Human Genetics*	Member
11.	Director and CEO, The Centre for Cellular and Molecular Platforms (C-CAMP)*	Member
12.	General Manager, Karnataka Innovation and Technology Society*	Member Secretary
13.	Chairperson of the Committee may nominate/invite any other Subject Expert/Industry Representative as a special invitee to the Committee Member	

*These members are also part of the technical sub-committee.

4. General Eligibility Criteria

- a. Applicant should be registered as a Karnataka based biotech company under the Karnataka Biotechnology policy 2024-2029
- b. Applicant should produce KYC (Know Your Customer). KYC includes PAN, AADHAAR, UDYOG AADHAAR, GST certificate, Letter from Bank with account details including RTGS, and Cancelled Cheque. If GST is not applicable, applicant to declare that they do not fall under GST.
- c. All rules and regulations are followed as per guidance from the Government of India, case basis, time to time.
- d. Currency rate conversion should be as per Bank Certificate.
- e. All expense certificates should be CA certified.

4.1. For a Startup

- a. The Startup should be working towards innovation/ improvement of existing products, services and processes and should have the potential to generate employment/ create wealth.
- b. It is not formed by splitting up or reconstructing an existing business already in existence.
- c. An entity will be considered as a Startup on fulfilling the below mentioned conditions defined by Government of Karnataka which is in line with the definition of Government of India (GoI) notification (G.S.R. notification 127 (E) dated 19.02.2019). However, the policy will adopt the amendments and changes made to the definition by GoI from time to time.
 - a. The Startup should be incorporated as a private limited company (as defined in the Companies Act, 2013) or registered as a partnership firm (registered under Section 59 of the Partnership Act, 1932) or a limited liability partnership (under the Limited Liability Partnership Act, 2008) in Karnataka.
 - b. Turnover: Turnover of the entity for any of the financial years since incorporation/registration should not have exceeded ₹100 crores.
 - c. Tenure for startups: An entity shall be considered as a startup up to 10 years from the date of its incorporation.
 - d. The entity should be working towards innovation, development or improvement of products or processes or services, or if it is a scalable business model with a high potential of employment generation or wealth creation.
- d. Exclusions: A company, in order to qualify as a startup under this policy, should not have been:
 - a. Formed by demerger or reconstitution of a business already in existence
 - b. A Section 8 company or Trust/Association/Society
 - c. Public-private partnership company/firm
 - d. A franchisee of an existing business or promoted/sponsored/related to an industrial group in the state
 - e. A subsidiary of a firm in the state other than the startup itself
- e. Inclusions: A company shall qualify as a startup if it is a:
 - a. Subsidiary of a startup
 - b. Combined entity formed by merger of startups/subsidiaries of a startup
- f. Exit Clause: A startup will cease to receive benefits under this policy on completion of ten years from the date of its incorporation/registration or if its turnover for any previous year exceeds ₹100 Crore.

4.2. For a MSME

- a. Should be founded and based in Karnataka.

- b. Registered in Udyam portal as per the Micro, Small, and Medium Enterprise Development (MSMED) Act of 2006 or under the Registrar of Companies (RoC) or under the Karnataka Shops and Commercial Establishment Act, 1961.
- c. Employs at least 50 percent of its total workforce in Karnataka, which will not include contract employees.
- d. As per MSMED Act of 2006, MSMEs are classified into three different tiers on the basis of investment in Plant & Machinery/equipment and Annual Turnover as below:

Table 4: MSME Classification as per MSMED Act of 2006

Composite Criteria	Micro	Small	Medium
Investment in Plant and Machinery/Equipment	Not more than ₹1 crore	Not more than ₹10 crore	Not more than ₹50 crore
Annual Turnover	Not more than ₹5 crore	Not more than ₹50 crore	Not more than ₹250 crore

4.3. For a Large Industry

- a. Should be founded and based in Karnataka.
- b. Should be registered under the Registrar of Companies (RoC) or under the Factories Act, 1948 or under the Karnataka Shops and Commercial Establishment Act, 1961.
- c. Employs at least 50 percent of its total workforce in Karnataka, which will not include contract employees
- d. An Industrial Unit which is not classified as Medium Enterprise and with an investment in fixed assets up to ₹250 crore shall be classified as a large-scale enterprise.
- e. An Industrial Unit with an investment in fixed assets above ₹250 crore shall be assessed on a case-to-case basis.

4.4. Zonal Classification

Table 5: Classification of taluks under New Karnataka Industrial Policy 2020-25

Sl. No.	Districts	No. of Taluks	Zone 1	Zone 2	Zone 3
1	Bengaluru (U)	5			Anekal
					Bengaluru (N)
					Bengaluru (S)
					Yelahanka
					Bengaluru (E)
2	Bengaluru (R)	4			Devanahalli
					Doddaballapura
					Hoskote
					Nelamangala
3	Ramanagara	5		Magadi	
				Ramanagara	
				Channapatna	
				Kanakapura	
				Harohalli	
4	Chitradurga	6	Holalkere	Hiriyur	
				Chitradurga	
				Challakere	
				Hosadurga	

				Molkalmuru	
5	Davanagere	6	Channagiri	Davanagere	
			Jagalur	Harihar	
			Honnali	Nyamati	
6	Chikkaballapura	7	Gudibande	Chintamani	
			Bagepalli	Gowribidanur	
			Chickaballapura	Siddlaghatta	
				Cheluru	
7	Kolar	6	Srinivasapura	Bangarpet	
				KGF	
				Kolar	
				Malur	
				Mulbagal	
8	Shivamogga	7	Soraba	Sagar	
			Hosanagara	Thirthahalli	
			Shikaripura	Shivamogga	
				Bhadravathi	
9	Tumakuru	10	Madhugiri	Turuvekere	
			Koratagere	Sira	
			Gubbi	Tiptur	
			Pavagada	Kunigal	
			Chikkanayakanahalli	Tumakur	
10	Chamarajanagar	5	Yelandur		
			Gundlupet		
			Hanur		
			Chamarajanagar		
			Kollegal		
11	Chickamagalur	9		Kadur	
				Mudigere	
				Tarikere	
				Chickamagalur	
				Ajjampur	
				Shringeri	
				Koppa	
				N R Pura	
				Kalasa	
12	Dakshina Kannada	9		Bantwal	
				Sulya	
				Belthangadi	
				Puttur	
				Mulki	
				Ullal	
				Moodbidri	
				Kadaba	
				Mangalore	
13	Hassan	9	Arakalgud	Alur	
			Belur	C R Patna	
			Arasikere	Shantigrama	
				Hassan	

				H N Pura	
				Sakleshpura	
14	Kodagu	5	Madikeri		
			Somwarpet		
			Virajpet		
			Ponnampete		
			Kushalnagar		
15	Mandya	7		Srirangapatna	
				Pandavapura	
				Mandya	
				Maddur	
				Nagamangala	
				Malavalli	
				K R Pet	
16	Mysuru	9		Hunsur	
				K R Nagara	
				Mysuru	
				Nanjangud	
				T N Pura	
				Periyapatna	
				H D Kote	
				Saraguru	
17	Udupi	7		Karkala	
				Bhramhavara	
				Udupi	
				Kundapura	
				Kapu	
				Hebri	
				Baindur	
18	Bagalkote	10	Bilagi		
			Badami		
			Mudhol		
			Jamkhandi		
			Hunagund		
			Guledgudda		
			Rabakavi-Banahatti		
			Terdal		
			Ilkal		
			Bagalkote		
19	Belagavi	15	Bailhongal		
			Soundathi		
			Chikkodi		
			Raibag		
			Khanapur		
			Ramdurg		
			Hukkeri		
			Athani		
			Gokak		

			Nippani		
			Kagavadi		
			Mudalgi		
			Yaragatti		
			Kittur		
			Belagavi		
20	Vijayapura	13	Sindgi		
			Indi		
			Muddebihal		
			B Bagewadi		
			Alamela		
			Babaleshwar		
			Nidagundi		
			Tikota		
			Chedachana		
			Kolhar		
			Devarahipparagi		
			Talikote		
			Vijayapura		
21	Dharwada	8	Navalgund		
			Kalghatagi		
			Kundaghol		
			Annigeri		
			Alnavar		
			Hubballi (R)		
			Dharwada		
			Hubballi(U)		
22	Gadag	7	Mundargi		
			Nargund		
			Ron		
			Shirahatti		
			Gajendragad		
			Lakshmeshwar		
			Gadag		
23	Haveri	8	Savanur		
			Shiggaon		
			Hirekerur		
			Hanagal		
			Ranebennur		
			Byadagi		
			Rattihalli		
			Haveri		
24	Uttara Kannada	12	Honnavar		
			Sirsi		
			Mundagod		
			Yellapura		
			Siddapura		
			Haliyal		
			Joida		

			Bhatkal		
			Ankola		
			Kumta		
			Dandeli		
			Karwar		
25	Bellary	11	H B Halli		
			Hadagalli		
			Kudligi		
			Hospet		
			Sandur		
			Siraguppa		
			HarappanaHalli		
			Kurogod		
			Kottur		
			Kampli		
			Bellary		
26	Bidar	8	Bhalki		
			Humnabad		
			BasavaKalyana		
			Aurad		
			Chitaguppa		
			Hulusur		
			Kamala Nagar		
			Bidar		
27	Kalaburagi	11	Afzalpur		
			Aland		
			Jewargi		
			Sedam		
			Chittapur		
			Chincholi		
			Kalagi		
			Kamalapur		
			Yedrami		
			Shahabad		
			Kalaburagi		
28	Yadgir	6	Yadgir		
			Shahapur		
			Shorapur		
			Hunasagi		
			Vadagera		
			Gurumitkal		
29	Koppal	7	Kushtagi		
			Yelburga		
			Gangavathi		
			Kukkunur		
			Karatagi		
			Kanakagiri		
			Koppal		
30	Raichur	7	Sindhanur		

			Manvi		
			Lingasugur		
			Devadurga		
			Maski		
			Siravara		
			Raichur		
	Total	239	152	78	9

5. Fiscal Incentives

General Documents Required for All Incentives under the BT Policy 2024-29:

- Application as per BT Policy and OPG (Operational Guidelines) – Applicable to all incentives and concessions.
- Affidavit – A notarized affidavit addressed to the Managing Director, KITS, is required for all categories of incentives.
- Bank Statement – Highlighting the corresponding payment of expenses incurred, with respect to the period applied to avail incentives.
- Detailed description of invoices: All the relevant invoices along with statement of invoices as per the format provided.
- Year-wise Value Addition Calculations – Required for all incentive policies to evaluate the value addition over the period of time.
- Audited Financial Statements for the relevant years

5.1. Startups

5.1.1. State GST Reimbursement

5.1.1.1. Quantum of Incentive

Startups registered outside Bengaluru Urban district region that have an annual turnover not exceeding ₹1 Crore are eligible for a 100% reimbursement of the State Goods and Services Tax (SGST) paid annually. This financial incentive is available to qualifying startups for the first five years following their incorporation.

5.1.1.2. Procedure

On receipt of all necessary documents, KITS will duly analyse the application for eligibility. Post review & assessment of the application, KITS will approve the reimbursement of the due and payable net service tax. The Managing Director, KITS will finally sanction the eligible amount for reimbursement and the decision shall be deemed final in this regard. The eligible amount of reimbursement will be paid by cheque/NEFT/RTGS to the startup post that.

5.1.1.3. Documents to be submitted

- Application for claiming reimbursement as in Annexure – 1
- Company/Entity declaration as in Annexure – 2
- Incubator endorsement and guarantee by company/entity if incubated in a GoK Supported Incubator (if applicable) as in Annexure – 3
- Copy of the Service Tax Registration certificate
- Copy of the invoices of all the services offered and received
- Indicate period wise service tax paid to the Government
- Tax returns (Form ST-3) filed by Startup for the period
- Challan/Receipt issued by Service Tax Department/Net banking provider
- Audited financial statements for the time period
- Copy of the Biotech Registration Certificate

5.1.1.4. Terms and Conditions

- a. The applicant should be a registered startup as part of Startup Karnataka
- b. Based in Karnataka, registered outside Bengaluru Urban district.
- c. The startup can apply directly
- d. Eligible Startups will have to pay the prevailing goods and service tax to the Goods and Services Tax Department, of Government of India and later claim reimbursement of State Goods and Services Tax from the KITS.
- e. This reimbursement incentive will only apply to services performed during the validity of the Karnataka Biotech Policy period.
- f. Startups with an annual turnover not above ₹1 Crore will be eligible under this provision, annually, for the first five years post commercial operations begin or till incubatee becomes DST/DBT certified (DST/DBT certification shall render services provided by incubatee exempt from Goods and Services Tax).
- g. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

5.1.2. Marketing Cost Reimbursement**5.1.2.1. Quantum of Incentive**

Startups can reimburse 30% of their incurred marketing expenses, up to a ceiling of ₹5 lakhs annually. Cap is 25 Lakhs rupees for policy period.

5.1.2.2. Procedure

On receipt of all necessary documents, KITS will duly analyze the application for eligibility. Post review & assessment of the application, KITS will approve the reimbursement of the due and payable net service tax. The Managing Director, KITS will finally sanction the eligible amount for reimbursement and the decision shall be deemed final in this regard.

5.1.2.3. Documents to be submitted

- a. Duly filled application form for International Marketing Incentive Annexure – 4
- b. Event invitation, confirmation of registration and exhibition participation invoices for tradeshows.
- c. Proof for stay at the location, air tickets, boarding passes, and visa stamping including all invoices
- d. Report of all business development activities undertaken during the visit to the tradeshow.
- e. Photo proof of the event/booth

5.1.2.4. Terms and Conditions

- a. The applicant should be a startup registered as part of Startup Karnataka with a valid registration number.
- b. Only activities undertaken in trade show participation and related travel expenses will be eligible under this incentive.
- c. Marketing incentives can be claimed on a half-yearly basis in every financial year (within 6 months of the expense incurred).
- d. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- e. Government shall provide reimbursements of 30% of the actual costs including travel incurred in international marketing through trade show participation. This incentive will be subject to a maximum of ₹5 Lakhs per year per company.
- f. Expenses should be in the name of the employee declared by the firm to be a representative for the event

5.1.3. Patent Cost Reimbursement

5.1.3.1. Quantum of Incentive

Startups registered in Karnataka are eligible for 100% reimbursement for patent costs, with a maximum of ₹2 Lakhs for domestic patents and ₹10 Lakh for international patents. This financial support is subject to a cumulative ceiling of ₹50 Lakhs for each startup over the duration of the policy period.

5.1.3.2. Procedure

On receipt of all necessary documents, KITS will duly analyse the application for eligibility. Post review & assessment of the application, KITS will approve the reimbursement of the due and payable net service tax. The Managing Director, KITS will finally sanction the eligible amount for reimbursement and the decision shall be deemed final in this regard.

5.1.3.3. Documents to be submitted

- a. Application for claiming reimbursement as in Annexure – 5
- b. Copy of the patent filing application, filing receipts, and patent grant (if granted).
- c. Power of Attorney if a lawyer was involved in filing the patent.
- d. English translation of the patent if the original is in another language.
- e. Invoices for the attorney charges

5.1.3.4. Terms and Conditions

- a. The applicant should be a Startup registered with the Karnataka Startup Cell with a valid Karnataka Startup Cell registration number. Additionally, the startup should be incubated, physically or virtually.
- b. Only patents that have been filed by a startup within validity of this Policy (from the date of publish of GO) will be eligible to claim this reimbursement.
- c. Applicant may claim reimbursement towards fees paid to the concerned authority and legal charges, if any (drafting/consultation).
- d. Patents that are created for a technology-based service or product or uses technology for enhancing functionality or reach of an existing product or service are eligible.
- e. The applicant should have already filed or been granted a patent with the concerned authority. The applicant should have paid the mandatory Government fees/attorney fees in this regard.
- f. Reimbursement amount will be released/disbursed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government.
- g. The reimbursement will be done in 2 stages, i.e., 75% after the patent is filed and the balance 25% after the patent is granted.
- h. Application should be filed within three months of patent filing and within three months of patent being granted.

5.1.4. Quality Certification Cost Reimbursement

5.1.4.1. Quantum of Incentive

50% reimbursement of cost of quality certification fee with an overall ceiling of ₹6 Lakhs for startups registered outside Bengaluru urban and Bengaluru rural districts.

5.1.4.2. Procedure

On receipt of all necessary documents, KITS will duly analyse the application for eligibility. Post review & assessment of the application, KITS will approve the reimbursement of the due and payable net service tax. The Managing Director, KITS will finally sanction the eligible amount for reimbursement and the decision shall be deemed final in this regard.

5.1.4.3. Documents to be submitted

- a. Application form as in Annexure – 6

- b. Copy of the application for testing/certification of the product, along with receipts.
- c. Copy of the certificate/test result.

5.1.4.4. Terms and Conditions

- a. The applicant should be a Startup registered with KITS
- b. Based in Karnataka, registered outside Bengaluru Rural and Bengaluru Urban districts.
- c. The Unit has to claim the incentives within the validity of the ISO/BIS/CE certification.
- d. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- e. Apply within 45 days of filing the application and the reimbursement will be applicable within the certificate validity.
- f. Certification body should be accredited by organizations like the National Accreditation Board for Certification Bodies (NABCB) or International Accreditation Forum (IAF)

5.1.5. Capital Cost Reimbursement for Biotechnology Incubation/Acceleration Centre

5.1.5.1. Quantum of Incentive

- a. For outside Bengaluru urban and Bengaluru rural districts biotechnology incubation/acceleration centres - private entities or incubators being set up by government or an institution can avail one-time capital grant of maximum 50% or ₹1 Crore (whichever is less) for VFA (Value of Eligible Fixed Assets) excluding land & building.
- b. For outside Bengaluru urban and Bengaluru rural districts biotechnology incubation/acceleration centres - private entities or incubators being set up by government or an institution can avail support for Upgradation/Expansion a one-time capital grant of 50% VFA (Value of Eligible Fixed Assets) excluding land and building with ceiling of ₹50 Lakhs.

5.1.5.2. Procedure

On receipt of all necessary documents, KITS will duly analyse the application for eligibility. Post review, assessment, and physical inspection of the application, KITS will approve the reimbursement of the due and payable net service tax. The Managing Director, KITS will finally sanction the eligible amount for reimbursement and the decision shall be deemed final in this regard.

5.1.5.3. Documents to be submitted

- a. Application for claiming reimbursement as in Annexure – 7
- b. Company/Entity declaration as in Annexure – 8
- c. Copy of the Biotech Registration Certificate
- d. Turnover Certificate as in Annexure – 9
- e. Invoices of plant and machinery (value of fixed assets)

5.1.5.4. Terms and Conditions

- a. The applicant should be an Incubation/Acceleration Center registered with KITS
- b. Based in Karnataka registered outside Bengaluru Rural and Bengaluru Urban districts.
- c. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- d. VFA as per Industrial Policy 2020-25
- e. This is paid only once (one time incentive)

5.2. Micro, Small, and Medium Enterprises (MSMEs)

5.2.1. Patent Cost Reimbursement

5.2.1.1. Quantum of Incentive

75% of patent costs will be reimbursed subject to maximum ₹2 lakhs per Indian patent and ₹10 lakhs per international patent. Cap is ₹50 Lakhs for the policy period.

5.2.1.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and after satisfying the genuineness of the claims, the sanctioned amount would be disbursed to the eligible company. The sanctioned amount would be disbursed/released to the eligible company on the first come first serve basis depending upon the Budget allotment of the State Government.

5.2.1.3. Documents to be submitted

- a. Application for Patent Incentive as in Annexure – 10
- b. Copy of the patent filing application, filing receipts, and patent grant (if granted).
- c. Power of Attorney if a lawyer was involved in filing the patent.
- d. English translation of the patent if the original is in another language.

5.2.1.4. Terms and Conditions

- a. The applicant should be a MSME registered with KITS
- b. Assistance under this category will be applicable only for patents leading to manufacturing of Biotechnological products.
- c. Only patents that have been filed by a company (patent should be in the name of the registered company or if in the name of an individual then Power of Attorney should be transferred to the company) within validity of this Policy (from the date of publish of GO) will be eligible to claim this reimbursement.
- d. Reimbursement amount will be released/dispensed on the First Come First Serve (FCFS) basis partly/fully depending upon the Budget allotment of the State Government
- e. The reimbursement will be done in 2 stages, i.e., 75% after the patent is filed and the balance 25% after the patent is granted.
- f. Application should be filed within three months of patent filing and within three months of patent being granted.
- g. Provisional patent will not be eligible for this incentive.

5.2.2. Marketing Cost Reimbursement**5.2.2.1. Quantum of Incentive**

50% cost of registration, travel, boarding and lodging expenses will be reimbursed for international marketing events, trade shows, and conferences subject to maximum ₹5 Lakhs per year. 50% cost of exhibition stall rentals including exhibition stall related marketing expenses like brochures, collaterals in any of the above international marketing events, trade shows, and conferences will be reimbursed subject to maximum ₹5 Lakhs per year. Cap is 25 Lakhs rupees for policy period.

5.2.2.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and after satisfying the genuineness of the claims, the sanctioned amount would be disbursed to the eligible company. on the first come first serve basis depending upon the Budget allotment of the State Government.

5.2.2.3. Documents to be submitted

- a. Application for marketing incentive as in Annexure – 11
- b. Event invitation, confirmation of registration and exhibition participation invoices for tradeshow.
- c. Proof for stay at the location, air tickets, boarding passes, and visa stamping along with all invoices.
- d. Report of all business development activities undertaken during the visit to the tradeshow.
- e. Photo proof of the event/booth.

5.2.2.4. Terms and Conditions

- a. The applicant should be a MSME registered with KITS
- b. Only activities undertaken in trade show participation in the duration of the event only and related travel expenses will be eligible under this incentive.

- c. Marketing incentives can be claimed on a half-yearly basis in every financial year (within 6 months of the expense incurred).
- d. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- e. Expenses should be in the name of the employee declared by the firm to be a representative for the event

5.2.3. Quality Certification Cost Reimbursement

5.2.3.1. Quantum of Incentive

Reimbursement of up to 50% of quality certification charges incurred for getting the products certified from any lab domestic/abroad. Cap is ₹50 Lakhs per policy period.

5.2.3.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and arrange for a physical inspection of the unit if required. After satisfying the genuineness of the claims, MD- KITS will issue the Sanction Order. The sanctioned amount would be disbursed/released to the eligible company on the first come first serve basis depending upon the Budget allotment of the State Government.

5.2.3.3. Documents to be submitted

- a. Application form for Reimbursement of Quality Certification Costs as in Annexure – 12
- b. Copy of the application for testing/certification of the product, along with receipts.
- c. Copy of the certificate/test result.

5.2.3.4. Terms and Conditions

- a. The applicant should be a MSME registered with KITS
- b. The Unit has to claim the incentives within the validity of the ISO/BIS/GLP/GMP/NABL etc certification.
- c. Certification body should be accredited by organizations like the National Accreditation Board for Certification Bodies (NABCB) or International Accreditation Forum (IAF)
- d. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- e. Apply within 45 days of filing the application

5.2.4. Prototyping Cost Reimbursement

5.2.4.1. Quantum of Incentive

Reimbursement of 50% of the costs incurred for developing a prototype of a product subject to an upper limit of ₹10 Lakhs per product with an allowance of a maximum of 5 sanctions per company for the policy period.

5.2.4.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and arrange for a physical inspection of the unit if required. After satisfying the genuineness of the claims, MD- KITS will issue the Sanction Order. The sanctioned amount would be disbursed/released to the eligible company on the first come first serve basis depending upon the Budget allotment of the State Government.

5.2.4.3. Documents to be submitted

- a. Duly filled application form for Reimbursement of Prototyping Costs as in Annexure – 13
- b. Brief summary and outcome of the prototype (max 2 pages).
- c. CA/Cost accountant certificate for total manpower employed in prototype development with UDIN number.
- d. Copies of PF month-wise statements for employees working on the prototype.
- e. Letter of Intent from OEMs/Manufacturers (if applicable).

5.2.4.4. Terms and Conditions

- a. The applicant should be a MSME registered with KITS
- b. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

5.2.5. Interest Subsidy**5.2.5.1. Quantum of Incentive**

Interest subsidy of 6% for loan upto ₹50 Lakhs not exceeding 8 years, only in case of new investment and not expansion.

5.2.5.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and arrange for a physical inspection of the unit, if required. The certificates received from the Bank will also be scrutinized and if required, KITS may contact the Bank/Branch Manager to independently verify the details. After satisfying the genuineness of the claims, KITS will issue the Sanction Order and the sanctioned amount would be disbursed to the financial institution.

5.2.5.3. Documents to be submitted

- a. Duly filled application form for Interest Subsidy as in Annexure – 14
- b. Copy of the Biotech Registration Certificate
- c. Bank/Financial institution term loan sanction letter.
- d. Certificate from the bank regarding dates and amount of term loan released as in Annexure – 15
- e. Statement of Fixed assets investments created by the Enterprises as in Annexure
- f. Fixed Investment Certificate from the Bank/Financial institution as in Annexure
- g. Copy of First Sale Invoice
- h. Certification from the bank for claiming interest subsidy in Annexure – 16
- i. Loan account statement from the bank

5.2.5.4. Terms and Conditions

- a. The applicant should be a MSME registered with KITS
- b. Interest subsidy of up to 6% per annum on term loans taken during the policy period will be provided to registered BT MSMEs, for a period of five years for loans of up to ₹5 Crore.
- c. The tenure of term loans should not exceed 8 years.
- d. The term loan must have been taken from a scheduled bank or a state-level financial institution such as KSFC. This interest subsidy will be payable to financial institutions on behalf of the enterprise only if the enterprise has not defaulted in payment of either principle or interest instalments.
- e. The amount of interest subsidy will be effective rate of interest (after deducting interest subsidy receivable by any institution(s) under any Government of India scheme) or 6% per annum whichever is lesser (on a per annum basis).
- f. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- g. The interest subsidy is payable only on the interest actually paid to the financial institutions and not defaulted in payment of principal or interest.
- h. Interest subsidy shall be available from the date of 1st loan release, however the enterprises have to claim the benefit only after commencement of commercial production.

5.2.6. Stamp Duty Exemption**5.2.6.1. Quantum of Incentive**

100% exemption on Stamp Duty for MSMEs for:

Table 6: Stamp Duty Exemptions on Loan-Related Documents

Document type	Financial institutions	Exemption
a. Loan agreements b. Credit deeds c. Mortgage deeds d. Hypothecation deeds	a. State Financial Corporation b. National Level Financial Institutions c. Commercial Banks d. Regional Rural Banks e. Co-operative Banks f. Khadi and Village Industries Board g. Khadi and Village Industries Commission h. Karnataka State SC/ST Development Corporation i. Karnataka State Minority Development Corporation j. Other institutions notified by the Government from time to time	Initial 5 years

Table 7: Stamp Duty Exemptions on Land-Related Documents

Document type	Property type	Governing bodies	Exemption
a. Lease deeds b. Lease-cum-sale c. Sub-lease d. Absolute sale deeds	a. Industrial plots b. Sheds c. Industrial tenements d. Flatted factories	a. Karnataka Industrial Areas Development Board (KIADB) b. (KSSIDC) c. Karnataka State Electronics Development Corporation Limited (KEONICS) d. Industrial co-operatives e. Approved private industrial estates/parks f. Food parks g. SPVs formed by GoK/Gol h. Other approved industrial parks	Exempted

Registered biotech companies will be eligible for a concessional rate on registration charges for all loan documents, lease deeds and sale deeds as mentioned below:

Table 8: Concessional Registration Charges

Category	Concessional Registration Charges
MSME	₹1 per ₹1000

5.2.6.2. Procedure

After receiving the application, the concerned office after verification of eligibility of the enterprise shall issue the stamp duty certificate to the enterprise in accordance with the Revenue Department's notification dated: 21/01/2015 and in prescribed format in respect of registration of land documents and in respect of loan documents. However, while purchasing the converted land, the stamp duty exemption shall be extended only if the same is not claimed earlier.

- Stamp Duty Exemption Certificate-Loan Annexure – 30
- Stamp Duty Exemption Certificate-Land-lease/ lease cum sale/ sublease deed/absolute sale deed Annexure – 29
- Stamp Duty Exemption Certificate-Land-U/s 109 Annexure – 29
- Stamp Duty Exemption Certificate-Land-Directly purchased Annexure – 29

5.2.6.3. Documents to be submitted

- Duly filled in Common Application Form in Annexure – 17
- Copy of the Biotech Registration Certificate
- Self-attested copy of the project report duly signed by the promoter

- d. Self-attested copy of shed /land allotment order/possession certificate
- e. Self-attested copy of the unregistered lease deed/lease-cum-sale deed
- f. Self-attested copy of approval order/permission obtained from revenue department under section 109 of KLR Act for purchase of land
- g. Details of existing investment in case of Expansion/ /Diversification

5.2.6.4. Terms and Conditions

- a. The applicant should be a MSME registered with KITS
- b. The exemption of stamp duty and concessional registration charges are also applicable to lands purchased under Section 109 of the KLR Act, 1961 and also for direct purchase of industrially converted lands for the projects approved by SLSWCC/DLSWCC. This incentive will also be applicable for the land transferred by KIADB to landowners as compensation for the acquired land.
- c. The exemption of stamp duty and concessional registration charges are also available for registration of final sale deed in respect of lands, sheds, plots, industrial tenements after the expiry of the lease period at the rate as specified in the Industrial Policy which was in vogue at the time of execution of lease-cum-sale deed
- d. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

5.2.7. Land Conversion Incentive

5.2.7.1. Quantum of Incentive

100% reimbursement of land conversion fee for MSMEs.

5.2.7.2. Procedure

The Joint Director, DIC after verification of the documents for eligibility of the enterprise shall issue the sanction order for land conversion fee reimbursement in Annexure. The land conversion fee reimbursement shall be released to the eligible enterprise on first come first serve maintained in the MSME section of the Directorate subject to availability of funds.

5.2.7.3. Documents to be submitted

- a. Duly filled in Application Form as in Annexure – 18
- b. Self-attested copy of partnership deed/Certificate of incorporation/Bye-laws, if applicable
- c. Self-attested copy of registered rent/ lease agreement, if applicable
- d. Self-attested copy of Udyam Registration for MSME (only for expansion/
- e. /diversification projects)
- f. Self-attested copy of the DLSWCC/SLSWCC approval (if obtained) by the unit/copy of Government Order (if issued)
- g. Self-attested copy of approval order/ permission obtained from revenue department under section 109 of KLR act for purchase of land
- h. Self-attested copy of the Conversion Order
- i. Self-attested copy of receipt/challan of payment of conversion fee paid.
- j. Copy of the Biotech Registration Certificate

5.2.7.4. Terms and Conditions

Table 9: Zone-wise Percentage of Reimbursement for Land Conversion

Entrepreneur Category	Zone 1	Zone 2	Zone 3
General	100%	100%	Nil
Special	100%	100%	75%

- a. The applicant should be a MSME registered with KITS

- b. The waiver of conversion fine will be reimbursed to the eligible enterprises after implementation of projects i.e. after commencement of the commercial production by the enterprises
- c. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

5.2.8. Power Tariff Concession

5.2.8.1. Quantum of Incentive

Recommendation certificate will be provided for concession on Industrial Power Tariff.

5.2.8.2. Procedure

The Joint Director, DIC after verification of the documents for eligibility of the enterprise shall issue the Power Subsidy Sanction order in Annexure.

5.2.8.3. Documents to be submitted

- a. Duly filled in Application Form as in Annexure – 19
- b. Self-attested copy of partnership deed/Certificate of incorporation/Bye-laws, if applicable
- c. Self-attested copy of registered rent/ lease agreement, if applicable
- d. Self-attested copy of Caste certificate/ Physically Challenged certificate/ Ex-servicemen certificate, if applicable
- e. Self-attested copy of Udyam Registration for MSME (only for expansion/
- f. /diversification projects)
- g. Self-attested copy of the DLSWCC/SLSWCC approval (if obtained) by the unit/copy of Government Order (if issued)
- h. Self-attested copy of Udyam Registration
- i. Self-attested copy of ESCOMs power service letter with R.R. No. and date
- j. Self-attested copies of power bills and receipts
- k. Copy of the Biotech Registration Certificate

5.2.8.4. Terms and Conditions

- a. Claims for this incentive should be submitted once in 6 months during July and January. This incentive shall be sanctioned in the month of July and January
- b. The applicant should be a MSME registered with KITS
- c. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

Note on calculation:

If a unit is claiming power subsidy under expansion//diversification program “highest number of annual units consumed during previous two years’ statement of power shall be taken as benchmark”. Hence, No. of units for which power subsidy to be sanctioned is difference of Total units consumed in a year and benchmark number units consumed.

5.3. Large Industries

5.3.1. STP Cost Reimbursement

5.3.1.1. Quantum of Incentive

One-time capital subsidy (excluding land & building) of maximum ₹1 crore for setting up Secondary Treatment Plants (STPs) in Biotechnology Parks and for individual industries also

5.3.1.2. Procedure

The application shall be filed in the prescribed format with the concerned Joint Director DIC’s along with the required documents. The Joint Director shall scrutinize the applications with reference to the documents submitted and take up the physical inspection of the Secondary Treatment Plant jointly

with the local KSPCB officer. After satisfaction of the investments and working of the Secondary Treatment Plant the Joint Director DIC's shall recommend to the Directorate. The Additional Director (P&P) shall place the proposal before the State Level Committee constituted for sanction and issue sanction orders in Annexure. The enterprise shall execute an agreement/undertaking as in Annexure

5.3.1.3. Documents to be submitted

- a. Application in the prescribed format as in Annexure – 20
- b. Self-attested copy of Partnership Deed/company registration/ co-op society registration
- c. Self-attested copy of the SLSWCC/SHLCC approval obtained by the developer/ copy of government order.
- d. Self-attested copy of registered land documents.
- e. Self-attested Copy of the term loan sanctioned letter from financial institution, if any
- f. Original Investment on STP certified by financial institution if applicable in Annexure for financed units as in Annexure – 21
- g. Original Chartered Engineers/Architects certificate as in Annexure – 22
- h. Original CA certificate for self-financed cases as in Annexure – 23
- i. Self-attested copy of Consent for Operation (CFO) issued by KSPCB and shall be valid as on date of application and sanction
- j. Self-attested copy of Power service letter
- k. Copy of the Biotech Registration Certificate

5.3.1.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- c. This is paid only once (one time incentive)
- d. If the State Government is satisfied that the 50% capital subsidy has been obtained by misrepresentation of the essential facts, furnishing of false information or if the enterprise goes out of service within one year after receipt of subsidy, the State Government shall have the right to claim refund of the capital subsidy of ₹..... sanctioned, together with interest as the State Government may charge.
- e. The grantee shall not change the location of the whole or any part of the industrial enterprise or effect any contraction or disposal of a part of its total fixed capital investment
- f. within a period of one year after the enterprise receives this grant.
- g. In the event of the capital subsidy being sanctioned, while at a later date found to be not actually due, the grantee shall refund to Government such portion or whole amount as determined by the Directorate of Industries and Commerce/Joint Director, District Industries Centre. In the event of the grantee failing of refund such amount, the same shall be recovered as arrears of land revenue.
- h. Where the plant goes out of service or remains closed without service activities within one year from the date of receipt of subsidy, except in case where the enterprise remains out of service for short period extending not more than six months due to reasons beyond control, such as shortage of raw materials, power etc., the grantee shall refund to Government the entire subsidy received. If the enterprise fails to refund the subsidy amount, the same shall be recovered as arrears of land revenue.
- i. The capital subsidy sanctioned herein is in the nature of "Grant-in-aid" and shall not be construed as a "contract" with Government of Karnataka. The grantee shall not exercise their right of privity of contract in the matter of release of subsidy by Government of Karnataka, who shall release the subsidy amount as and when the grantee is eligible for the same, in such proportions and instalments as the Government may regulate.

5.3.2. Rainwater Harvesting Cost Reimbursement

5.3.2.1. Quantum of Incentive

50% cost of equipment will be reimbursed up to ₹2 Lakhs for rainwater harvesting.

5.3.2.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and arrange for a physical inspection of the unit, if required. After satisfying the genuineness of the claims, KITS will issue the Sanction Order and the sanctioned amount would be disbursed to the eligible company.

5.3.2.3. Documents to be submitted

- a. Application in Annexure – 24
- b. Copy of the Biotech Registration Certificate
- c. Photographs of RWH measures.
- d. Statement of expenditure with invoices and receipts in Annexure – 25
- e. Chartered Engineer Certificate for expenditures incurred on equipment for adopting RWH measures.

5.3.2.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. The scheme applicable to all districts in Zone-1, Zone-2 and Zone-3 provides incentives to large industries that have adopted Rainwater harvesting method i.e., augmenting rainwater, storing & using. Rainwater harvesting assures a more continuous and reliable access to water.
- c. The new/existing large industries who have adopted RWH methods are eligible to claim incentives under this scheme.
- d. The scheme provides incentives to expenditure made for procurement of equipments for adopting RWH measures.
- e. The scheme shall provide one time incentive/assistance only.
- f. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

5.3.3. Interest Subsidy

5.3.3.1. Quantum of Incentive

Interest Subsidy of 6% for loan up to ₹1 crore, not exceeding 8 years only in case of new investments and not expansion.

5.3.3.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and arrange for a physical inspection of the unit, if required. The certificates received from the Bank will also be scrutinized and if required, KITS may contact the Bank/Branch Manager to independently verify the details. After satisfying the genuineness of the claims, KITS will issue the Sanction Order and the sanctioned amount would be disbursed to the eligible company.

5.3.3.3. Documents to be submitted

- a. Duly filled application form as in Annexure – 14
- b. Copy of the Biotech Registration Certificate
- c. Bank/Financial institution term loan sanction letter.
- d. Certificate from the bank regarding dates and amount of term loan released as in Annexure – 15
- e. Copy of First Sale Invoice
- f. Certification from the bank for claiming interest subsidy in Annexure – 16
- g. Loan account statement from the bank

5.3.3.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. Interest subsidy of up to 6% per annum on term loans taken during the policy period will be provided to registered BT large industries, for a period of five years for loans of up to ₹5 crore.
- c. The tenure of term loans should not exceed 8 years.
- d. The term loan must have been taken from a scheduled bank or a state-level financial institution such as KSFC. This interest subsidy will be payable to financial institutions on behalf of the enterprise only if the enterprise has not defaulted in payment of either principle or interest instalments.
- e. The amount of interest subsidy will be effective rate of interest (after deducting interest subsidy receivable by any institution(s) under any Government of India scheme) or 6% per annum whichever is lesser (on a per annum basis).
- f. Reimbursement amount will be released/disbursed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- g. The interest subsidy is payable only on the interest actually paid to the financial institutions and not defaulted in payment of principal or interest.
- h. Interest subsidy shall be available from the date of 1st loan release; however the enterprises have to claim the benefit only after commencement of commercial production.

5.3.4. Land Cost Reimbursement**5.3.4.1. Quantum of Incentive**

10% subsidy subject to a maximum of ₹1 Crore on land cost up to ₹10 Crore outside Zone 3 (Zones as defined in the Karnataka Industrial Policy 2020-25).

5.3.4.2. Procedure

After receiving the application, the officer-in-charge will verify the submitted documents. Post satisfying the genuineness of the facts, an internal audit will be done to ascertain the claim and advise on the incentive amount. The application and advice will be then put up for approval to the approval committee, which will issue the sanction letter to the eligible company.

5.3.4.3. Documents to be submitted

- a. Duly filled application form as in Annexure – 26
- b. Copy of the Biotech Registration Certificate
- c. Self-attested copy of IEM-II/ Industrial License.
- d. Self-attested copy of industrial land conversion order issued by Revenue Department
- e. Copy of approved building plan and building construction license
- f. Copy of land documents/records
- g. Payment receipt for Stamp Duty and Registration Charges
- h. Copy of land conversion order issued by Revenue Department and Copy of receipt/challan as proof of payment made towards land conversion charges
- i. Copy of Project Report, duly signed by the promoter
- j. Copy of Single Window Clearance Committee approvals/Govt. order if any
- k. Copy of ESCOMs power sanction and service letter
- l. Copy of First Sale Invoice in respect of individual enterprises
- m. Copy of Layout map showing the land utilization in respect of individual enterprises
- n. Acknowledgment Certificate issued by KUM, if applicable.

5.3.4.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. Interest subsidy of up to 6% per annum on term loans taken during the policy period will be provided to registered BT large industries, for a period of five years for loans of up to ₹1 crore.
- c. The tenure of term loans should not exceed 8 years.

- d. The term loan must have been taken from a scheduled bank or a state-level financial institution such as KSFC. This interest subsidy will be payable to financial institutions on behalf of the enterprise only if the enterprise has not defaulted in payment of either principle or interest instalments.
- e. The amount of interest subsidy will be effective rate of interest (after deducting interest subsidy receivable by any institution(s) under any Government of India scheme) or 6% per annum whichever is lesser (on a per annum basis).
- f. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- g. The interest subsidy is payable only on the interest actually paid to the financial institutions and not defaulted in payment of principal or interest.
- h. Interest subsidy shall be available from the date of 1st loan release; however, the enterprises have to claim the benefit only after commencement of commercial production.

5.3.5. Production Linked Incentives

5.3.5.1. Quantum of Incentive

Enterprises which are not classified as Medium Enterprises but have investments on fixed assets of up to ₹250 crore. Minimum direct Employment 50 Numbers for first ₹50 crore & additional 35 employment for every additional investment of ₹50 crore proportionately.

The subsidy based on turnover from the date of commencement of commercial production is as below:

Zone	Turnover percentage	Maximum period (Year)	VFA Limit
1	2.25%	7	45% of VFA
2	2.25%	7	40% of VFA
3	Not Applicable		

5.3.5.2. Procedure

Government of Karnataka shall provide Production Linked Incentive (PLI) to the tune of 1.00% of Net Sales Turnover for a period of 7 years from the Date of Commencement of Commercial Production.

The Net Sales Turnover shall mean the Gross Sale Turnover minus the net of credit notes (raised for any purpose), discounts (including but not limited to cash, volume, turnover, target or for any other purpose) and taxes applicable. The Net Sales Turnover shall include sales within the state, inter-state and exports, as evidenced by provisional or audited accounts certified by Statutory Auditor, and CA certified copy of GSTR-9 annual return of the Applicant.

For new units, PLI will be calculated on the Net Sales Turnover generated from the Unit.

For Existing Companies, Production Linked Incentives shall only be applicable for turnover generated and attributable to new/additional capacity generated from Expansion/Diversification. For such companies, the Production Linked Incentive shall be computed based on incremental Net Sales Turnover with respect to the base year. During the last 2 Financial Years, the year in which higher Net Sales Turnover was achieved shall be considered as base year for computing PLI for all 7 years.

5.3.5.3. Documents to be submitted

- a. Duly filled in Application form as in Annexure – 27
- b. Copy of the Biotech Registration Certificate
- c. Self-attested copy of partnership deed/Certificate of incorporation.
- d. Self-attested copy of registered rent/ lease agreement if applicable
- e. Self-attested copy of IEM acknowledgment part-I (For new unit)/Part-II (For expansion/ /diversification) or Industrial license or 100% EOU certificate whichever is applicable

- f. Self-attested copy of the SLSWCC/SHLCC approval obtained by the unit/copy of government order, if issued.
- g. Original Investment certificate issued by the KSFC/Bank/ Financial institutions in case of financed units
- h. Original Civil Engineer/Architects Certificate
- i. Original investment certificate from Chartered Accountant in case of own finance units.
- j. Form of declaration regarding employment of local persons in Annexure – 28
- k. Self-attested Copy of Land documents (lease/ lease cum sale deed executed with KIADB/KSSIDC/Food Park/KEONICS/Co-op Ind. Area/Pvt. Ind. Area) if applicable
- l. Self-attested Copy of term loan sanction orders from KSFC/Bank/Other Financial institutions recognized by RBI if applicable.
- m. Self-attested Copy IEM-II/Industrial license whichever is applicable
- n. Self-attested Copy of power service letter
- o. Self-attested GST Registration Certificate if applicable
- p. Self-attested Copy of approved building plan Or Copy of license obtained from competent authority (if investment subsidy for building is claimed)

5.3.5.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. Enterprises can avail this incentive to an extent of percentage of the turnover in each financial year for a maximum period of 7 years from the date of commercial production.
- c. Such cumulative PLI availed will be limited to either the period or VFA limits whichever is reached earlier and no carry forward is permitted.
- d. Enterprises requiring lower employment/Enterprises which are unable to provide employment proportionate to investment as stipulated will have a lower turnover percentage in proportion to the total employment provided. However, the maximum period and VFA limit will be as above.
- e. Reimbursement amount will be released/dispensed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

5.3.6. Patent Cost Reimbursement

5.3.6.1. Quantum of Incentive

75% of patent costs will be reimbursed subject to maximum ₹2 lakhs per Indian patent and ₹10 lakhs per international patent. Cap is ₹50 Lakhs for the policy period.

5.3.6.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and after satisfying the genuineness of the claims, the sanctioned amount would be disbursed to the eligible company. The sanctioned amount would be disbursed/released to the eligible company on the first come first serve basis depending upon the Budget allotment of the State Government.

5.3.6.3. Documents to be submitted

- a. Duly filled in Application form as in Annexure – 10
- b. Copy of the patent filing application, filing receipts, and patent grant (if granted).
- c. Power of Attorney if a lawyer was involved in filing the patent.
- d. English translation of the patent if the original is in another language.

5.3.6.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. Assistance under this category will be applicable only for patents leading to manufacturing of Biotechnological products.
- c. Only patents that have been filed by a company within validity of this Policy (from the date of publish of GO) will be eligible to claim this reimbursement.

- d. Reimbursement amount will be released/disbursed on the First Come First Serve (FCFS) basis partly/fully depending upon the Budget allotment of the State Government
- e. The reimbursement will be done in 2 stages, i.e., 75% after the patent is filed and the balance 25% after the patent is granted.
- f. Application should be filed within three months of patent filing and within three months of patent being granted.

5.3.7. Power Tariff Concession

5.3.7.1. Quantum of Incentive

Recommendation certificate will be provided for concession on Industrial Power Tariff.

5.3.7.2. Procedure

The Joint Director, DIC after verification of the documents for eligibility of the enterprise shall issue the Power Subsidy Sanction order in Annexure.

5.3.7.3. Documents to be submitted

- a. Duly filled in Application form as in Annexure – 19
- b. Self-attested copy of partnership deed/Certificate of incorporation/Bye-laws, if applicable
- c. Self-attested copy of registered rent/ lease agreement, if applicable
- d. Self-attested copy of Caste certificate/ Physically Challenged certificate/ Ex-servicemen certificate, if applicable
- e. Self-attested copy of Udyam Registration for MSME (only for expansion/ /diversification projects)
- f. Self-attested copy of the DLSWCC/SLSWCC approval (if obtained) by the unit/copy of Government Order (if issued)
- g. Self-attested copy of ESCOMs power service letter with R.R. No. and date
- h. Self-attested copies of power bills and receipts
- i. Copy of the Biotech Registration Certificate

5.3.7.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. Claims for this incentive should be submitted once in 6 months during June and December. This incentive shall be sanctioned in the month of July and January
- c. Reimbursement amount will be released/disbursed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government

Note on calculation:

If a unit is claiming power subsidy under expansion//diversification program, “highest number of annual units consumed during previous two years’ statement of power shall be taken as benchmark”.

Hence, No. of units for which power subsidy to be sanctioned is difference of Total units consumed in a year and benchmark number of units consumed.

5.3.8. Marketing Cost Reimbursement

5.3.8.1. Quantum of Incentive

60% cost of registration, travel, boarding and lodging expenses will be reimbursed for international marketing events, trade shows, and conferences. 60% cost of exhibition stall rentals including exhibition stall related marketing expenses like brochures, collaterals in any of the above international marketing events, trade shows, and conferences will be reimbursed. Cap is maximum ₹5 Lakhs per year. Cap is ₹25 Lakhs for policy period.

5.3.8.2. Procedure

On receipt of completed application, KITS will verify the submitted documents and after satisfying the genuineness of the claims, the sanctioned amount would be disbursed to the eligible company. on the first come first serve basis depending upon the Budget allotment of the State Government.

5.3.8.3. Documents to be submitted

- a. Duly filled in Application form as in Annexure – 11
- b. Event invitation, confirmation of registration and exhibition participation invoices for tradeshows.
- c. Proof for stay at the location, air tickets, boarding passes, and visa stamping.
- d. Report of all business development activities undertaken during the visit to the tradeshow.
- e. Photo proof of the event/booth.

5.3.8.4. Terms and Conditions

- a. The applicant should be registered with KITS
- b. Only activities undertaken in trade show participation and related travel expenses will be eligible under this incentive.
- c. Marketing incentives can be claimed on a half-yearly basis in every financial year (within 6 months of the expense incurred).
- d. Reimbursement amount will be released/dispursed on the first come first serve basis partly/fully depending upon the Budget allotment of the State Government
- e. Expenses should be in the name of the employee declared by the firm to be a representative for the event.

6. Annexures

Annexure – 1: Application form for State GST Reimbursement for Startups

1.	Company name as per incorporation certificate	
2.	Biotech company registration number	
3.	Are you applying through a GoK supported incubator?	Yes No
4.	Total reimbursement amount claimed	
5.	GST paid to the supplier of goods to incubatee or incubator	
6.	For GST paid to tax department	
7.	Amount of reimbursement claimed	
8.	Date of commencement of incubation	
9.	TAX identification number of the applicant/ GST registration No.	
10.	Please provide GST registration no. of the supplier	
11.	Upload the year wise and monthly/ quarterly (statement as applicable) net GST paid to the government being claimed	PDF, only one file allowed with a file size less than 5MB
12.	Upload copy of tax returns filed by startup for the year for which reimbursement is being claimed	PDF, only one file allowed with a file size less than 4MB
13.	Upload relevant purchase invoices raised	PDF, only one file allowed with a file size less than 1MB
14.	GST registration certificate no.	
15.	GST registration certificate date	
16.	Upload GST registration certificate	PDF, only one file allowed with a file size less than 1MB
17.	Upload copy of other registration of commercial tax department/ central tax department	PDF, only one file allowed with a file size less than 2MB
18.	Upload audited financial statements for the years for which reimbursement is claimed	PDF, only one file allowed with a file size less than 5MB
19.	Turnover for the year for which GST reimbursements claimed for the year	
20.	Mention details of the local GST officer (officers name, designation, address)	
21.	Please download the annexure for self- declaration form that appears, print it on company letter head and upload the duly signed copy of the self-declaration form	PDF, only one file allowed with a file size less than 4MB
22.	Download incubator endorsement template, print it on company letter head and upload the duly signed copy of the incubator endorsement	PDF, only one file allowed with a file size less than 4MB

- Certified that all the plant and machineries claimed for GST reimbursement are new and no second-hand machinery has been included. (Good working condition)
- I/We hereby certify that the particulars given above and in the appended enclosures are true and correct to the best of my/our knowledge and belief and that no material facts have been concealed or suppressed.

- I/We here by certify that the particulars given above and in the appended enclosures in regard to the eligibility for reimbursement are consistent with the terms and conditions stated in the Karnataka Biotech Policy 2024-2029 and the Karnataka Biotech Policy Operational Guidelines.

Annexure – 2: Company/Entity declaration to be submitted for availing incentives for Startup/MSME/Large Industry

DECLARATION

(To be provided on letterhead of applicant)

I, _____ (full name of Managing Director/Director/Partner), as the Authorized Representative of M/s. _____ (Company name), _____ (Complete address), do hereby solemnly affirm and declare that the particulars stated in the application are true and correct to the best of my knowledge, information and belief. In case any of the Statement/Information furnished in the application or documents are found to be wrong or incorrect or misleading, or in case I/we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant Entity/Unit to pay to the KITS/Department/Government on demand, the full amount received as subsidy or reimbursement in respect of the above mentioned activity, within 7 (Seven) days of the demand being made to me in writing.

Further, I/we understand that the Department of Electronics, Information Technology, Biotechnology and Science & Technology, Government of Karnataka, may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I have read and understood all the terms and conditions mentioned in the Karnataka Biotech Policy 2024-2029 and its operational guidelines and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Electronics, Information Technology, Biotechnology and Science & Technology, Government of Karnataka, under Karnataka Biotech Policy 2024-2029 and its operational guidelines.

By Authorized Signatory

Name:

Designation:

Signature and Seal

Place:

Date:

Annexure – 3: Incubator endorsement by company/entity if applying through a GoK supported incubator for Startup

INCUBATOR ENDORSEMENT

(To be printed on Incubator letter head and duly signed and affixed with seal)

I hereby solemnly affirm and endorse that the information in the application dated _____ for GST reimbursement by M/S _____ bearing KITS Registration No. _____ is complete, true and correct as per the terms and conditions stipulated the operational guidelines of the Startup Policy. In case above declaration is found wrong or incorrect or misleading, I do hereby bind myself & my unit and undertake to pay to the Government on demand the full amount received as reimbursement in respect of above-mentioned activity, within 15 days of the demand being made to me in writing if the concerned Startup has not already affected payment towards the same.

DEPONENT

Place:

Date:

Annexure – 4: Application form for Marketing Cost Reimbursement for Startups

1.	Company name as per incorporation certificate		
2.	Biotech company registration number		
3.	Are you applying through an GoK supported incubator? If yes, specify the name of the Incubator:	Yes No	
4.	Name of individuals claiming incentive who attended the fair/exhibition along with passport no.		
5.	Date of application of incentive:		
6.	Date of actual departure from India (Please furnish copy of Passport duly highlighting date of departure) Please furnish copy of the same	Date: PDF, only one file allowed with a file size less than 1MB	
7.	Date of actual Arrival to India after completing the event (Please attach photocopy of Passport duly highlighting date of arrival)	Date: PDF, only one file allowed with a file size less than 1MB	
8.	Particulars of fair/exhibition/buyer–seller meets	Name: Place: Duration of event: From date: To date:	
9.	Details of products exported and to which countries products are exported:		
10.	Details of the organizers of the event like ITPO/EPCs/other recognized agencies:		
11.	International Event/Tradeshow participation	Expense Enclosure Nos. & Dates	Expenditure (₹)
12.	Conference Participation & Sponsorship Fees (Delegate fees)		
13.	Founder/employee/customer ticket cost:		
14.	Employee/Customer Invitee Travel:		
15.	Exhibition infrastructure (stall/publicity material/electricity/equipment/AV)		
16.	Hotel expenses for event (conference room, food, support staff, audio-visual demos)		
17.	Customer Seminar hosted by company for international customers in foreign locations		
18.	Description	Expense Enclosure Nos. & Dates	Expenditure (₹)
	Travel costs for employees and customer participants		
19.	Boarding costs for customer participants Employees and Hotel Expenses for Event (Conference Room, Food, Support Staff, Audio- Visual Demos)		
20.	Advertisements/PR in International Print/ Broadcast/Online Publications/Google AdWords	Yes No	
21.	Total Expenditure Claimed (Subject to ₹5 Lakh)		
22.	Whether the organization has been charged/prosecuted/debarred/blacklisted under investigation under		

	Export & Import Policy of India or any other law framed by Govt. of India relating to export and import business?	
23.	Whether assistance availed from other Govt. Bodies/EPCs/Commodity Boards/Authorities etc., for the activity under reference (if yes, Please give full details)	Yes No
24.	Please download the annexure for self-declaration form that appears. Print on company/entity letterhead and ensure it is duly signed and affixed with company/entity seal. Upload the duly signed copy of the self- declaration form	PDF, only one file allowed with a file size less than 5MB
25.	Download incubator endorsement template. Print on Incubator's letterhead and ensure it is duly signed and affixed with seal & signature. Upload the duly signed copy of the incubator endorsement	PDF, only one file allowed with a file size less than 5MB
26.	Upload welcome letter from organizers	PDF, only one file allowed with a file size less than 5MB
27.	Confirmation of registration & receipt of registration fee	PDF, only one file allowed with a file size less than 5MB
28.	Event brochures/proceedings	PDF, only one file allowed with a file size less than 5MB
29.	Event web page showing company name, shipping documents, printed	PDF, only one file allowed with a file size less than 5MB
30.	Market research subscription/ reports (weblink/letter/e-mail communications) if applicable	PDF, only one file allowed with a file size less than 5MB
31.	If reimbursement is claimed against advertisements/PR in international print/broadcast/online publications/Google AdWords/ social media marketing content, the following need to be furnished:- photocopies/scanned documents of publicity material	PDF, only one file allowed with a file size less than 5MB
32.	Weblinks	
33.	Invoice of the payment towards the service providers and payment proof	PDF, only one file allowed with a file size less than 5MB
34.	A report of all business development activities undertaken by the company during the visit to the trade fair by the unit shall also be submitted	PDF, only one file allowed with a file size less than 5MB

I Solemnly declare that the particulars given in the above statement are correct, I also undertake that any financial assistance granted to us on the basis of this declaration shall be liable to be refunded to KITS, if at any time, any information furnished in this application/declaration is found to be wrong or incorrect or misleading.

Annexure – 5: Application form for Patent Cost Reimbursement for Startups

1.	Company name as per incorporation certificate	
2.	Biotech company registration number	
3.	Are you applying through an GoK supported incubator? If yes, specify the name of the Incubator:	Yes No
4.	Inventor's name:	
5.	Inventor's designation: Owner of the patent: Patent title: Type of Patent filed:	Domestic/International
6.	No. of Patents filed for which reimbursement has been claimed:	
7.	Furnish details of the past claims (furnish patent filing no's)	
8.	Title of invention:	
9.	Brief note on invention:	
10.	Advantages of the invention:	
11.	Applicable sectors of the invention:	
12.	Date of filing for patent registration:	
13.	Patent filing application number:	
14.	Total cost of patent filing till date/in pre-grant phase Copy of the patent application filed:	PDF, multiple uploads are allowed with each file less than 5 MB
15.	Title of patent:	
16.	Have you claimed for post filing reimbursement for this patent before this application? If yes, please furnish details of the same:	Yes No
17.	Patent e-registration number: Date of grant of patent: Form 27 to be attached (PDF, only one file allowed to upload with maximum size 4 MB)	
18.	Total cost of patent registration under Post grant reimbursement: Certificate of Patent Grant from Patent office as applicable:	
19.	Detailed statement of expenses incurred towards the patent registration along with the copies of invoices & receipts	PDF, all the statements should be compressed and merged to one single file less than 5 MB
20.	Download for Detailed statement of expenditure with invoices, print it on Company's letter head and upload the duly signed copy.	PDF, only one file allowed with a file size less than 1MB
21.	Please download the for self-declaration form that appears and print it on Company's letter head and upload the duly signed copy.	PDF, only one file allowed with a file size less than 1MB
22.	Download for incubator endorsement template, print it on Incubator's letter head and upload the duly signed copy of the incubator endorsement.	PDF, only one file allowed with a file size less than 1MB

Annexure – 6: Application form for Quality Certification Cost Reimbursement for Startups

1.	Company name as per incorporation certificate	
2.	Biotech company registration number	
3.	Date of Registration with KITS/Department	
4.	Percentage of technical employees employed in Karnataka	
5.	Name of the Applicant	
6.	Registered Office Address	Address Line 1: Address Line 2: Street: City/Town/Village: Taluka: District: Pin Code: State:
7.	Address of the Unit to be Considered for the Claim	Address Line 1: Address Line 2: Street: City/Town/Village: Taluka: District: Pin Code: State:
8.	Zone Classification of the Unit	
9.	Name of the Taluk of the Unit	
10.	Name of the District of the Unit	
11.	Authorized Person	Name: Designation: Phone No: Email ID:
12.	Contact Details for Communication	Name: Designation: Phone No: Email ID:
13.	Applicant's Bank Details	Bank Name: Branch Name: Branch Address: Branch IFSC Code: Account Number (for NEFT): Name of account holder:
14.	Details of certification	
15.	Product/Service/Process for which Certification was required	
16.	Certification Number	
17.	Certifying Agency (Conformity European (CE), ISO Certification, CMMI Certification, SA, etc.)	
18.	Date of Issue	Date:
19.	Period of Validity (Certification Expiry Date)	Date:
20.	Details of expenses (as applicable)	

21.	Application Fee (₹)	
	Assessment/Audit Fee (₹)	
	Annual/License Fee (₹)	
	Testing Charges (₹)	
	Technical Consulting Charges (₹)	
	Others (₹)	
	Total Expense Incurred (₹)	
22.	Total reimbursement claimed under the policy period (₹)	
23.	Details of Reimbursement amount claimed earlier during the policy period (if applicable)	Date: Total Amount (₹): Certifying Agency: Number of Certification:
I/We hereby certify that the particulars given above and in the appended enclosures are true and correct to the best of my/our knowledge and belief and that no material facts have been concealed or suppressed		
	Date: Place:	Name: Signature: Designation: Mobile No.:

Annexure – 7: Application form for Capital Cost Reimbursement for Biotechnology Incubation/Acceleration Centre

S No.	Basic Information	
1.	Company name as per incorporation certificate	
2.	Biotech company registration number	
3.	Date of Registration with KITS/Department	
4.	Percentage of technical employees employed in Karnataka	
5.	Name of the Applicant	
6.	Registered Office Address	Address Line 1: Address Line 2: City/Town/Village: Taluka: District: Pin Code: State:
7.	Address of the center to be Considered for the Claim	Address Line 1: Address Line 2: City/Town/Village: Taluka: District: Pin Code: State:
8.	Zone Classification of the center	
9.	Name of the Taluk of the center	
10.	Name of the District of the center	
11.	New/Expansion of center (as applicable)	
12.	Authorized person	Name: Designation: Phone No: Email ID:
13.	Contact details for communication	Name: Designation: Phone No.: Mobile: Email ID:
14.	Applicant's bank details	Bank Name: Branch Name: Branch Address: Branch IFSC Code: Account Number (for NEFT): Name of Account Holder:
S No.	Details of the incubation center	
15.	Type of applicant	As Applicable Infrastructure Developer IT/ITeS Entity
16.	Center setup in	Own land & building Rented/leased land Rented/leased building
17.	Total area	Area (in square feet):

18.	In case of expansion, project area expanded during policy period (if applicable)	Area (in square feet)
19.	Total built-up area	Area (in square feet):
20.	Open space area	Area (in square feet):
21.	Number of buildings in the center	
22.	Number of floors in each building	Building 1: Building 2:
23.	Seating capacity	Total Seating capacity in the center (if applicable): _____ (Nos.) Total Seating capacity in the expanded/upgraded center (if applicable): _____ (Nos.)
24.	Total seating capacity in each building (if applicable)	Building 1: Building 2:
25.	Electric power connection RR No.	
26.	Date of commencement of commercial operation (as per the first sale invoice)	Date:
27.	Details of first sale invoice:	Date of Invoice: Invoice No.: Amount (₹):
S No.	Details of Investment and Claim	
28.	Total Project Cost of the center (as per the DPR)	Amount (₹):
29.	Cost of Land	Amount (₹):
30.	Total fixed investment for infrastructure (excluding the cost of land)	Amount (₹):
a.	Expense incurred for building and civil works: (excluding residential quarters/guest houses)	Amount (₹):
b.	Expense incurred for interiors	Amount (₹):
c.	Expense incurred for IT/ITeS infrastructure: (Computers, Software tools, products, Computer Servers, Security, LAN equipment etc.)	Amount (₹):
31.	Total Financial Support Claimed	Amount (₹):
32.	Financial support claimed as percentage of total fixed investment for infrastructure (excluding the cost of land) (%)	
33.	Employment generated during the policy period	
S No.	Eligibility Criteria & Other Details	
34.	No of startup entities occupying the center	
35.	Lease/rent start date of the startup entities occupying the center	Startup 1: Startup 2:
36.	Built-up area (in square feet) occupied by each startup entity in the center	Startup 1: Startup 2:
37.	Occupancy rate percentage of total built-up area in the center being occupied by startup entities (%)	_____ (%) of total built up area in the center
38.	In case of expansion and upgradation of incubation center, occupancy rate percentage of total expanded built-up area in the center being occupied by startup entities (%)	_____ (%) of total built up area in the center
39.	Total seating capacity occupied by startup entities in the center (if applicable)	

40.	In case of expansion and upgradation of incubation center, total seating capacity occupied by startup entities against the total seating capacity in the expanded area (if applicable)	
41.	Percentage seating capacity occupied by startup entities in the center (if applicable)	
42.	In case of expansion and upgradation of incubation center, percentage seating capacity occupied by startup entities against the total seating capacity in the expanded area (if applicable)	
I/We hereby certify that the particulars given above and in the appended enclosures are true and correct to the best of my/our knowledge and belief and that no material facts have been concealed or suppressed.		
Date: Place:	Name: Signature: Designation: Mobile No.:	

Annexure – 8: Company/Entity declaration for Startups

Self-declaration on meeting the eligibility criteria for an incubation center

DECLARATION

(to be provided on letterhead of applicant)

I, (full name) _____ S/o _____ (Managing Director/Director/Proprietor/Partner), as the Authorized Representative of M/s _____ (Complete address), do hereby solemnly affirm and declare that the particulars stated in the application for availing benefits setting up new incubation center/ upgrading/expanding an existing incubation center (as applicable) are true and correct to the best of my knowledge, information and belief.

We hereby undertake as follows:

I/We certify that I/we meet the eligibility criteria required for availing the benefits for the center, as per the terms and conditions mentioned in the Karnataka Biotech Policy 2024-2029 and operational guidelines.

I/We certify that the center has the total seat capacity no:

I/We certify that below provided details for the eligibility criteria are correct and I/We are submitting all the copies of the certificates/supporting documents as per the requirements.

In case any of the Statement/Information furnished in the application or documents are found to be wrong or incorrect or misleading, or in case I/we have been found to be engaging in corrupt practices or fraudulent practices, I do hereby bind myself and my applicant entity/unit to pay to the KITS/Department/Government on demand, the full amount received as grant or reimbursement in respect of the above mentioned activity, within 7 (Seven) days of the demand being made to me in writing.

Further, I/we understand that the Department of Electronics, Information Technology, Biotechnology and Science & Technology, Government of Karnataka, may initiate legal proceedings against applicants who are found to have engaged in corrupt practices or fraudulent practices.

I/We have read and understood all the terms and conditions mentioned in the Karnataka Biotech Policy 2024-2029 and hereby agree to abide by them. I further confirm that I shall abide by the same and such other conditions as may be laid down time to time by the Department of Electronics, Information Technology, Biotechnology and Science & Technology, Government of Karnataka, under Karnataka Biotech Policy 2024-2029.

Name:

Signature and Seal:

Place:

Date:

Annexure – 9: Turnover Certificate for Startups

(On the letterhead of the Chartered Accountants firm)

TURNOVER CERTIFICATE

This is to certify that the books of account of the unit of M/s. _____, located at _____ have been examined by us.

The annual turnover of the business for the last three financial years is as under.

Year	Total Turnover (₹)
20XX-20XX	
20XX-20XX	
20XX-20XX	

[UDIN]

For _____

Chartered Accountants

Partner

Date:

Place:

Annexure – 10: Application for Patent Incentive for MSME/Large Industry

1.	Company name as per incorporation certificate	
2.	Biotech company registration number	
3.	Inventor(s) name:	
4.	Inventor(s) designation: Owner of the patent: Patent title: Type of patent filed:	Domestic/International
5.	No. of Patents filed for which reimbursement has been claimed:	
6.	Furnish details of the past claims (furnish patent filing no's)	
7.	Brief note on invention:	
8.	Advantages of the invention:	
9.	Applicable sectors of the invention:	
10.	Date of filing for patent registration:	
11.	Patent filing application number:	
12.	Total cost of patent filing till date/in pre-grant phase Copy of the patent application filed:	PDF, multiple uploads are allowed with each file less than 5 MB
13.	Title of patent:	
14.	Have you claimed for post filing reimbursement for this patent before this application? If yes, please furnish details of the same:	Yes No
15.	Patent e-registration number: Date of grant of patent: Form 27 to be attached (PDF, only one file allowed to upload with maximum size 4 MB)	
16.	Total cost of patent registration under Post grant reimbursement: Certificate of Patent Grant from Patent office as applicable:	
17.	Detailed statement of expenses incurred towards the patent registration along with the copies of invoices & receipts	PDF, all the statements should be compressed and merged to one single file less than 5 MB
18.	Download for Detailed statement of expenditure with invoices, print it on Company's letter head and upload the duly signed copy.	PDF, only one file allowed with a file size less than 1MB
19.	Please download the for self-declaration form that appears and print it on Company's letter head and upload the duly signed copy.	PDF, only one file allowed with a file size less than 1MB

Annexure – 11: Application for marketing cost reimbursement incentive for MSME/Large Industry

1.	Company Name:		
2.	KITS Registration No.:		
3.	Are you applying through an GoK supported incubator? If yes, specify the name of the Incubator:	Yes No	
4.	Number of claims taken from state government and date of releases.		
5.	Name of individuals claiming incentive who attended the fair/exhibition along with passport no.		
6.	Whether any individual is a woman? If yes, please specify details:	Yes No	
7.	Date of application of incentive:		
8.	Date of actual departure from India (Please furnish copy of Passport duly highlighting date of departure) Please furnish copy of the same	Date: PDF, only one file allowed with a file size less than 1MB	
9.	Date of actual Arrival to India after completing the event (Please attach photocopy of Passport duly highlighting date of arrival)	Date: PDF, only one file allowed with a file size less than 1MB	
10.	Particulars of fair/exhibition/buyer–seller meets	Name: Place: Duration of event: From date: To date:	
11.	Details of products exported and to which countries products are exported:		
12.	Details of the organizers of the event like ITPO/EPC s/other recognized agencies:		
13.	International Event/Tradeshaw participation	Expense Enclosure Nos. & Dates	Expenditure (₹)
14.	Conference Participation & Sponsorship Fees (Delegate fees)		
15.	Founder/employee/customer ticket cost:		
16.	Employee/Customer Invitee Travel:		
17.	Exhibition infrastructure (stall/publicity material/electricity/equipment/AV)		
18.	Hotel expenses for event (conference room, food, support staff, audio-visual demos)		
19.	Customer Seminar hosted by company for international customers in foreign locations		
20.	Description	Expense Enclosure Nos. & Dates	Expenditure (₹)
	Travel costs for employees and customer participants		
21.	Boarding costs for customer participants Employees and		
	Hotel Expenses for Event (Conference Room, Food, Support Staff, Audio- Visual Demos)		

	DA		
22.	Advertisements/PR in International Print/ Broadcast/Online Publications/Google AdWords	Yes No	
23.	Total Expenditure Claimed (Subject to ₹5 Lakh)		
24.	Whether the organization has been charged /prosecuted/debarred/blacklisted under investigation under Export & Import Policy of India or any other law framed by Govt. of India relating to export and import business?		
25.	Whether assistance availed from other Govt. Bodies/EPCs/Commodity Boards/Authorities etc., for the activity under reference (if yes, Please give full details)	Yes No	
26.	Please download the annexure for self- declaration form that appears. Print on company/entity letterhead and ensure it is duly signed and affixed with company/entity seal. Upload the duly signed copy of the self- declaration form		PDF, only one file allowed with a file size less than 5MB
27.	Download incubator endorsement template. Print on Incubator's letterhead and ensure it is duly signed and affixed with seal & signature. Upload the duly signed copy of the incubator endorsement		PDF, only one file allowed with a file size less than 5MB
28.	Upload welcome letter from organizers		PDF, only one file allowed with a file size less than 5MB
29.	Confirmation of registration & receipt of registration fee		PDF, only one file allowed with a file size less than 5MB
30.	Event brochures/proceedings		PDF, only one file allowed with a file size less than 5MB
31.	Event web page showing company name, shipping documents, printed		PDF, only one file allowed with a file size less than 5MB
32.	Market research subscription/ reports (weblink/letter/e-mail communications) if applicable		PDF, only one file allowed with a file size less than 5MB
33.	If reimbursement is claimed against advertisements/PR in international print/broadcast/online publications/Google AdWords/ social media marketing content, the following need to be furnished:- photocopies/scanned documents of publicity material		PDF, only one file allowed with a file size less than 5MB
34.	Weblinks		
35.	Invoice of the payment towards the service providers and payment proof		PDF, only one file allowed with a file size less than 5MB
36.	A report of all business development activities undertaken by the company during the visit to the trade fair by the unit shall also be submitted		PDF, only one file allowed with a file size less than 5MB

I Solemnly declare that the particulars given in the above statement are correct, I also undertake that any financial assistance granted to us on the basis of this declaration shall be liable to be refunded to

KITS, if at any time, any information furnished in this application/declaration is found to be wrong or incorrect or misleading.

Annexure – 12: Application form for Reimbursement of Quality Certification Costs for MSME

S No.	Basic Information	
1.	KITS Registration Number	
2.	Date of Registration with KITS/Department	
3.	Percentage of technical employees employed in Karnataka	
4.	Name of the Applicant	
5.	Registered Office Address	Address Line 1: Address Line 2: Street: City/Town/Village: Taluka: District: Pin Code: State:
6.	Address of the Unit to be Considered for the Claim	Address Line 1: Address Line 2: Street: City/Town/Village: Taluka: District: Pin Code: State:
7.	Zone Classification of the Unit	
8.	Name of the Taluk of the Unit	
9.	Name of the District of the Unit	
10.	Authorized Person	Name: Designation: Phone No: Email ID:
11.	Contact Details for Communication	Name: Designation: Phone No: Email ID:
12.	Applicant's Bank Details	Bank Name: Branch Name: Branch Address: Branch IFSC Code: Account Number (for NEFT): Name of account holder:
13.	Details of certification	
14.	Product/Service/Process for which Certification was required	
15.	Certification Number	
16.	Certifying Agency (Conformity European (CE), ISO Certification, BIS, GXP etc.)	
17.	Date of Issue	Date:
18.	Period of Validity (Certification Expiry Date)	Date:
19.	Details of expenses (as applicable)	
20.	Application Fee (₹)	

	Assessment/Audit Fee (₹)	
	Annual/License Fee (₹)	
	Testing Charges (₹)	
	Technical Consulting Charges (₹)	
	Others (₹)	
	Total Expense Incurred (₹)	
21.	Total reimbursement claimed under the policy period (₹)	
22.	Details of Reimbursement amount claimed earlier during the policy period (if applicable)	Date: Total Amount (₹): Certifying Agency: Number of Certification:
I/We hereby certify that the particulars given above and in the appended enclosures are true and correct to the best of my/our knowledge and belief and that no material facts have been concealed or suppressed		
Date: Place:		Name: Signature: Designation: Mobile No.:

Annexure – 13: Duly filled application form for Reimbursement of Prototyping Costs for MSME

Registration Number:		
Name of the Company:		
Date of Incorporation:		
Product for which the Prototyping was required:		
Details of Expenses: (whichever is applicable)		
1	Equipment/Tools:	
2	Software/License Fee:	
3	Testing Charges:	
4	Technical Consulting Charges:	
5	Others:	
Total Expense Incurred:		
Amount of Reimbursement Claimed: (50% of eligible expenses)		

Annexure – 14: Duly filled application form for Interest Subsidy for MSME/Large Industries

Registration Number:		
Name of the Company:		
Date of Incorporation:		
Details of Scheduled Bank/Financial Institution that granted the term loan:		
Details of the Loan: (whichever is applicable)		
1	Date of Sanction:	
2	Sanctioned Amount:	
3	Rate of Interest:	
4	Amount of Loan Released with Dates: (All Disbursements)	
5	Repayment Schedule: (Installment Amount and No. of Installments)	
Interest Subsidy Claimed:		

Annexure – 15: Certificate from the bank regarding dates and amount of term loan released for MSME/Large Industries

(To be printed on bank/financial Institution letterhead and duly signed and affixed with bank/entity seal)

CERTIFICATE FROM THE BANK REGARDING DATES AND AMOUNT OF TERM LOAN RELEASED

This is to certify that M/s. (mention name and address of the enterprise) has been sanctioned term loan of ₹ under letter/sanction order no. dated_____. The following amounts has been released/disbursed to the enterprise are as follows:

Sl. No.	Date of release	Amount released in ₹
1		
2		
3		
4		
5		
Total Amount Released in ₹		

Annexure – 16: Format of certificate to be issued from bank for claiming interest subsidy for MSME/Large Industries

Name and address of the enterprise	Product	Name of the bank	Date of sanction of loan and amount	Amount of loan released in ₹ with dates	Rate of interest charged by bank	Repayment schedule			Amount of principal and interest paid in a year (i.e., financial year)			Amount of interest subsidy admissible in ₹	Remarks
						Principal amount in ₹	Interest in ₹	Due date	Principal amount in ₹	Interest in ₹	Date of payment		
1	2	3	4	5	6	7			8			9	10
						Principal amount in ₹	Interest in ₹	Due date	Principal amount in ₹	Interest in ₹	Date of payment		

This is to certify that

1. The enterprise has paid the interest for the above period as per the scheduled dates
2. The enterprise has not claimed interest subsidy/ nor paid any upfront subsidy in any of the Govt. of India/Government of Karnataka scheme such as CLSS/Interest subsidy scheme to First generation entrepreneur/ interest subsidy to SC/ST entrepreneur etc.

Place:

Date:

Name and signature of The Bank Manager:

Annexure – 17: Application Form for Stamp Duty Exemption for MSME

Registration No:		
Name of the Company:		
Location of the Enterprise:		
Constitution of the Enterprise: (Please specify whether proprietorship/partnership/company etc.)		
Details of Land Allotted/Purchased and Cost of Land, if any:		
Agency Allotted Land: (Mention KIADB /KSSIDC/KSIIDC/KEONICS etc.)		
In case of purchase: (Mention whether section 109 or already converted land)		
Detail of Term loan sanctioned, if any		
Name of the Bank Branch:		
Amount of Term Loan Sanctioned:		
Date of Term Loan Sanctioned:		
Details of the Establishment for Existing Unit Expansion/Diversification/:		
Date of Commencement of Commercial Production:		
Installed Capacity:		
Proposed Capacity after Expansion:		
Existing Value of Fixed Assets:		
1	Land	
2	Building	
3	Plant & Machinery	
4	Other Assets	
Total		
Details of the Establishment in case of New Industry:		
Proposed Date of Commencement of Commercial Production:		
Proposed Capacity:		
Proposed Value of Fixed Assets: (as per project report)		
1	Land	
2	Building	
3	Plant & Machinery	
4	Other Assets	
5	Contingencies	
6	Pre-operative & Preliminary Expenses	
7	Margin for Working Capital	
Total		
Details of Finance:		
1	Promoter's Equity	
2	Institution Equity	
3	Term Loans	
4	Seed Capital/Risk capital	
5	Subsidy/Grants	
6	Others (Please Specify)	
Total		

Annexure – 18: Application Form for Land Conversion Fee for MSME

Registration Number:		
Name of the Company:		
Size of the Establishment to be Considered for the Claim (Startup/MSME/Large/Mega):		
Electric Power Connection RR No.:		
Date of Commencement of Commercial Production (as per the first sale invoice)		
Details of Fee Paid: (whichever is applicable)		
1	Size of Land:	
2	Fee Paid for Conversion:	
Amount of Reimbursement Claimed:		

DECLARATION

I, (full name) S/o
 Managing Director/Director/Proprietor/ Partner of M/s

Complete address), do hereby solemnly affirm and declare that the particulars stated above in the application are true and correct to the best of my knowledge, information, and belief. In case any of the Statement/Information furnished in the application or documents are found to be wrong or incorrect or misleading, I do hereby bind myself and my/our unit to pay to the Government on demand the full amount received as reimbursement in respect of the above mentioned activity, within 7 (Seven) days of demand being made to me in writing.

Place:

Date:

Signature and Seal

(Proprietor/Mg. Partner/Chief Executive)

Annexure – 19: Application Form for Power Tariff Concession for MSME/Large Industries

Name of the Applicant			
KITS Registration Number			
Date of Commencement of Commercial Production			
Period for which Power Tariff Reimbursement is being applied for			
Electricity Meter RR No.			
	Month/Year	Bill Number	Total Units Consumed
1	<Month/Year>		
2	<Month/Year>		
3	<Month/Year>		
Base power consumption in case of Expansion (During the last 2 Financial Years, annual consumption from the year in which higher number of units of power were consumed)			
Total Amount of Subsidy Applied			

Annexure – 20: Application in the prescribed format for STP Cost reimbursement for MSME

GENERAL INFORMATION		
1	Name of the PIP developing agency/company/ co-op society	
2	Address of the registered office	
3	Name of the Managing Director/ Managing Partner	
4	Phone No.	
5	e-mail ID	
6	Company/co-op society registration No and date	
7	Location details of the PIP proposed	
8	Extent of land proposed for development in acres	
9	Details of SLSWCC/SHLCC order No and Date	
10	Project cost approved by the SLSWCC/SHLCC	
Subsidy for setting up STP Capital subsidy for setting up Secondary Treatment Plant		
1	Date of commercial operation	
2	Order No and Date of Valid consent for operation (CFO) issued by KSPCB	
3	Actual investment details	In ₹
A	Building	
B	Water pollution equipment	
C	Air pollution equipment	
D	Erection/Electrification/Transportation. etc	
E	Other (Please specify)	
F	Total	

Annexure – 21: Original Investment on STP certified by Financial institution for financed units for Large Industries

1	Name of the unit and address of the unit			
2	UR/IEM/IL Registration Certificate			
3	Date of commercial production (dd/mm/yyyy)			
4	Valid consent for operation (CFO) issued by KSPCB			
5	Actual Investment Details (Amount in ₹)	Main enterprise	Actual Investment Details (Amount in ₹)	STP
	Land		Land	
	Building		Building	
	Plant and machinery		Water and Air pollution equipment	
	Others		Others	
	Total		Total	
6	Name of the Term Loan lending Financial Institution/ Bank			
	Amount of loan Sanctioned			
	Amount of loan released			

This is to Certify that:

I/We hereby certify that the particulars given above and in the appended enclosures are true and correct to the best of my/our knowledge and belief and that no material facts have been concealed or suppressed.

Place:

Signature

Date:

Name:

Designation:

Annexure – 22: Original Chartered Engineers/Architects certificate for Large Industries

I, hereby certify that as against the estimated cost of ₹
of the building and civil works for M/s... (mention the
 enterprise name) for their project at (mention the location of the enterprise). The
 enterprise has completed the civil works and the particulars are as under:

#	Particulars	Amount (in ₹)
1.	Value of completed civil works as per estimates	
	i) For entire unit excluding ETP	
	ii) For ETP only	
2.	Amount certified for payment to the building (civil and structural) contractors	
	i) For entire unit excluding ETP	
	ii) For ETP only	
3.	Retention money (from civil contractor)	
	i) For entire unit excluding ETP	
	ii) For ETP only	
4.	Value of materials utilized for the completed portion of building	
	i) For entire unit excluding ETP	
	ii) For ETP only	

The value of completed building certified above do not involve the area built for guesthouses, and residential building in the factory site. It is further certified that built area of the building is absolutely essential for the manufacturing/processing activity of the industry.

Place:	//SEAL//	Signature and full address
Date:		Civil engineer/chartered engineer's/architect's

Annexure – 23: Original CA certificate for self-financed cases for Large Industries

Name of the Chartered Accountant

We hereby certify that M/s..... (name of the industrial unit) has acquired the following fixed assets up to ----- for the unit at -----(address) for manufacture of ----- (name of products).

Item of fixed assets	Period during which investment is made (date of payment)		Value in ₹
	From	To	
1.Land			
i) For entire unit excluding ETP			
ii) For ETP/CETP/STP/IHWDP only			
2. Factory building			
i) For entire unit excluding ETP			
a. Amount paid to the Building contractors			
b. Amount paid for building materials			
c. Amount paid for wages and Salaries etc, for the Building constructions.			
<i>(excluding architect's fees and wages paid for supervision staff etc.)</i>			
ii) For ETP/CETP/STP/IHWDP only:			
a. Amount paid to the Building contractors			
b. Amount paid for building materials			
c. Amount paid for wages and Salaries etc. for the Building constructions.			
<i>(excluding architect's fees and wages paid for supervision staff etc.)</i>			
3.Electrical installations (excluding KEB deposits)			
i) For entire unit excluding ETP			
ii) For ETP/CETP/STP/IHWDP only			
4. Plant and Machinery			
i) For entire unit excluding ETP			
ii) For ETP/ CETP/STP/IHWDP only			
5. Loading, unloading, transportation, erection expenses etc.			
i) For entire unit excluding ETP			
ii) For ETP/ CETP/STP/IHWDP only			
6. Misc. fixed assets(Please specify items)			
i) For entire unit excluding ETP			
ii) For ETP/ CETP/STP/IHWDP only			
7. Total value of fixed assets.			
i) For entire unit excluding ETP			
ii) For ETP/ CETP/STP/IHWDP only			

Statement of Fixed Assets Created by The Enterprise

PART – A: Investment on land

Location of the land (mention Taluk/Indl.	Sy. No./ Plot No.	Purchased /allotted/acquired by whom	Date of purchase/sale	Payment Details				Value accepted by C.A
				Date	Amount in ₹	Payment by cash/	Cheque/DD No.	

Area/Incl. Estate)			deed/ allotment			cheque/ DD		

PART – B: Investment on Building

Sl. No.	Details	Built up area	Rate per Sq.ft./ Cu. ft. at which the enterprise has constructed	Total value claimed by the enterprise	Value accepted by Bank	Remarks
1.	Production building (area in Sq.ft.)					
2.	Godown (area in Sq.ft.)					
3.	Office building (area in Sq.ft.)					
4.	D.G.set Room (area in Sq.ft.)					
5.	Water tank (area in Cu.ft.)					
6.	Bore well					
7.	Compound wall (running feet)					
8.	Drying yard (area in Sq.ft)					
9.	Others (specify)					
	Total					

PART – C: Investment on Plant and Machinery, Electrification, Erection and installation Transportation, etc.

Sl. No.	Particulars of fixed assets/capital expenditure	Name and address of the supplier	Date of placement of order	Date of bill/invoice	Amount of bill/invoice	Mode of payment cheque/DD/ cash	Cheque/DD No and date	Receipt No. Date
i.	Plant and Machinery and other productive assets							
ii.	Electrification							
iii.	Erection and installation							
iv.	Transportation							
v.	Other assets							
vi.	Electronic waste and Plastic waste recycling machineries							
vii.	Total							

1. Certified that original bills and vouchers as per above and physical verification of enterprise has been done by me with reference to above fixed assets statements and found correct. No items for which subsidy is inadmissible is included in the statement.
2. Certified that Land, actually utilized for factory building required for Installation of plant and machinery, storage of raw material, finished goods, drying yards, soaking pits etc.
3. Certified that Investment made on the factory building required for housing plant and machinery and storage of raw materials, finished goods, drying yards, soaking pits and such other structures directly related to the production purposes shall only be considered.
4. Certified that Investment made on Guest/Rest house, Decorative arch entrances, high-rise compound walls and such other non-essential structures have been excluded.
5. Certified that Miscellaneous items like office furniture and goods carrier have been excluded.
6. Certified that the cost of indigenous old/secondhand machinery and equipment have been excluded for computing the investment in the plant and machinery.
7. Certified that the cost of imported secondhand machinery has been considered for computing the investment in the plant and machinery.

We have checked the books of account of the unit, bills, invoices and payment vouchers etc. and certify that the aforesaid information is verified and certified to be true. We also certify that all the aforesaid items have been duly paid for and no credit is raised against them in the books of the unit.

It is further certified that the investments certified above do not include items for which subsidy is not allowed. Expenditure incurred on following items are not included.

LAND

- a. Value of the open land not utilized for construction, leaving the area proposed for immediate expansion.
- b. Expenditure incurred for land scraping for beautification and expenditure on unsuccessful open wells/bore wells.

BUILDING

- a. Expenditure on unproductive construction like guest house, workers/staff quarters, canteens, cycle/scooter stands, garages etc.
- b. Expenditure incurred on beautification of buildings, arches, decorative lights including streetlights, furniture and air conditioners, water coolers, refrigerators such of the gadgets not directly connected with production.
- c. Expenditure incurred on the purchase of old buildings.

PLANT AND MACHINERY

- a. All consumable materials like tool bits, files, oils etc.
- b. Investments on tools jigs/fixtures, molds etc. which are required repeatedly, should not be allowed for the second time and onwards. While considering the investments made on first purchases, only the required quantify(quantity?) of such items are to be allowed. Extra quantities taken as spares are not to be allowed.

Date:

Place:

CHARTERED ACCOUNTANT

Name:

Code No:

Annexure – 24: Application for Rainwater Harvesting Cost Reimbursement for Large Industries

1	Rainwater harvesting method adopted	
2	Water storage capacity	
3	Whether ground water facility is provided	YES NO
4	Total Cost of equipment used for water harvesting	
5	Reimbursement or Grant or Subsidy already received, if any, from Central Govt.	
6	Reimbursement or Grant or Subsidy already received, if any, from State Govt.	
Enclosures to be submitted along with the Application:		
1	Self-attested copy of Udyam Registration	
2	Statement of expenses incurred on equipment's for adoption of RWH measures along with invoices and receipts (Annexure – 25)	
3	Chartered Engineer certificate for the investment on construction & installation works for the adopting RWH measures	
4	Photographs of RWH measures.	

Annexure – 25: Statement of expenditure with invoices and receipts

As per the documents and records of M/s. _____, having Registered Office at _____ and unit located at _____ and Udyam Registration No. _____ Dated: _____. The enterprise has incurred a total expenditure of Rs. _____ (Rs _____ only) towards the purchase of equipment for adopting Rainwater Harvesting Measures.

The categorization of expenditure is as follows:

Certificate	Details of Payments	Certifying Organization	Amount (₹)
Rainwater harvesting	Expenditure for procurement of equipment for adopting Rainwater Harvesting		

Annexure – 26: Application Form for Land Cost Reimbursement for Large Industries

1	Name of the unit						
2	Unit address	1.District					
		2.Taluk					
		3.Address					
3	Unit location	1.KIADB Ind. Area					
		2.KSSIDC Ind. Area					
		3.Food Park					
		4.Pvt. Ind. Estate					
		5.Other area					
4	Office address for communication	Address					
		Mobile No.					
		E-mail ID					
		Office Landline No.					
5	Unit setup in	Own land & building	Rented/leased land	Rented/leased building			
6	Products manufactured/Activity						
7	Constitution of the unit						
	Proprietorship	Partnership	LLP	Co-op society	Pvt. Ltd.	Public Ltd.,	
8	Gender	Male			Female		
9	Name of the Proprietor/ partner/ Managing Director						
10	Category of Entrepreneur	General	Minority	SC	ST	PH	Ex-service
11	New industry	Expansion			Diversification		
12	If Expansion % of capacity proposed to increase						
13	UR/IEM/IL Registration Certificate						
14A	Proposed value of fixed assets in ₹ Lakhs in case of NEW units						
	Land						
	Building						
	Plant & machinery						
	Other assets						
	Total						
14B	Proposed value of fixed assets in ₹ Lakhs in case of Expansion/ / Diversification						
	Details		Existing investment in ₹	Investment under Expn/ /Divn	Total	% of increase	
	Land						
	Building						
	Plant & machinery						
	Other assets						
	Total						
15	Production/ Service Capacity of the unit						
	Product/ Service	Existing capacity with units	Capacity Proposed under Expn//Divn with units	Total	% of increase		

16	Means of finance in ₹	Promoters equity												
		Term loan												
		Total												
17	Whether project approved by DLSWCC/SLSWCC/SHLCC	Yes					No							
	If Yes	Date of meeting												
		Order No.												
		Order Date												

This is to certify that:

I/We hereby certify that the particulars given above and in the appended enclosures are true and correct to the best of my/our knowledge and belief and that no material facts have been concealed or suppressed.

Place:

Date:

Signature

Name:

Designation:

(Proprietor in case of proprietor firm/ Partner in case of partnership firm) (Managing Director in case of Pvt. Ltd./Public Ltd./co-op society)

Annexure – 27: Application Form for Production Linked Incentive for Large Industries

1	Unit Name					
	Unit ID (Online number generated after submission of Common application form)					
2	Electric Power Connection RR No.(Power, Line)					
3	Electric Power Connection RR No.(Lighting)					
4	Power Connection date(dd/mm/yyyy)					
5	Date of commencement of commercial production (As per first sale invoice)- as New (dd/mm/yyyy)					
6	Date of commencement of commercial production (As per next sale invoice) as Expn (dd/mm/yyyy)					
7	Udyam Registration /IEM/ IL No.					
13	Actual investment details in ₹					
	Land					
	Building					
	Plant & Machinery					
	Transportation, Electrification, Erection charges of machineries.					
	Others assets					
Total						
16	Whether the unit established recycling electronic waste/ plastic waste		Yes	No		
17	Employment provided (in case of expansion/ /diversification total of existing and additional employment)					
	Particulars	Executive/ Top Level (Group-A)	Managerial (Group-B)	Supervisor/ Skilled (Group-C)	Un Skilled/ Semi Skilled (Group-D)	Total
	Total no. of employees					
	No. of local persons (Kannadigas)					
	% of local persons (Kannadigas)					
18	In case of expansion/ /diversification existing production capacity for the last 3 years					
	Year	Capacity in Prescribed unit				
19	Turnover in ₹ during the previous three years in case of expansion//diversification					
	Period	Turnover in ₹				

This is Certify that:

I/We hereby certify that the particulars given above and in the appended enclosures are true and correct to the best of my/our knowledge and belief and that no material facts have been concealed or suppressed.

Place:

Date:

Signature

Name:

Designation:

(Proprietor in case of proprietor firm/ Partner in case of partnership firm) (Managing Director in case of Pvt. Ltd., /Public Ltd., /co-op society)

Annexure – 28: Application Form regarding employment of local persons for Large Industries

1	Name of the Industrial enterprises					
2	Address: Village/town/taluk/district	Office	Factory			
3	Product					
4	Date of commercial production (dd/mm/yyyy)					
5	Proprietor/partnership/Pvt. Ltd./Ltd					
6	Name of the Administrative Officer in charge of recruitment (Kannadiga or Non -Kannadiga)					
7	Registered as MSME, large projects No. and date					
8	Employment details (excluding Casual workers and 'Badli' workers)					
	Particulars	Group A	Group B	Group C	Group D	Total
A	Total No. of employees					
B	No. of local persons (Kannadigas) therein					
C	Percentage of local persons (Kannadigas) to total					

I/We understand that the percentage of local people (Kannadigas) is not less than 70% on an overall basis and 100% in case of Group D categories employees. I/We hereby undertake to make up the deficiency before the disbursement of subsidy.

I/We further understand that eligibility of my/our industrial enterprises, undertaking for incentives and concessions from the Government of Karnataka is contingent upon my fulfilling minimum local employment as per the Dr. Sarojini Mahishi Report to the satisfaction of the State Government.

Place:

Date:

Signature of authorized person

Member Secretary, DLC/JD, DIC*

*(For MSME to be signed by Member Secretary, DLC. For LMUSE to be signed by Joint Director, DIC)

1. LOCAL PERSON (Kannadiga) is defined as one who has at least fifteen years domiciled in the State of Karnataka.
2. This declaration should be signed by a person duly authorized to do so by the Industrial undertaking.

Group A – Executive/Top level

Group B – Managerial

Group C – Supervisory/Skilled/Clerical

Group D – Unskilled/Semi skilled

Annexure – 29: Format for Issue of Stamp Duty Exemption and Concessional Registration Charges (for land documents) for MSME

Office of the _____

No: _____

Date: _____

CERTIFICATE

Government of Karnataka

Karnataka Innovation and Technology Society

Subject: Issue of Stamp Duty Exemption and Concessional Registration charges certificate to M/s _____ reg.

Reference:

1. Revenue Dept. Notification No. _____ dated _____
2. Application of the enterprise dated _____

This is to certify that:

1. M/s _____ represented by Mr. _____ is a *proprietor/partner/managing director/director. It is a proposed *new/expansion// diversification unit.
2. The project has been approved by the Department in its meeting held on _____ *and Govt. Order No. _____ dated _____ is issued.
3. The enterprise has been allotted *land/plot/shed to the extent of _____ acres in *KIADB/KSSIDC/KEONICS/Industrial Co-operative society in _____ industrial area for the manufacturing/service activity of _____ or the enterprise has obtained permission from the *Deputy Commissioner district/Government or *the enterprise has purchased converted land to the extent of _____ from _____.
4. The enterprise is eligible for 100% Stamp duty exemption and the Registration charges payable at *₹1 for every ₹1000/- value of *lease/lease cum sale/absolute sale agreement.

Managing Director,

KITS

Department of IT and BT

To,

M/s _____

* Strike out whichever is not applicable

Annexure – 30: Format for Issue of Stamp Duty Exemption and Concessional Registration Charges (for loan documents) for MSME

Office of the _____

No: _____

Date: _____

CERTIFICATE

Government of Karnataka

Karnataka Innovation and Technology Society

Subject: Issue of Stamp Duty Exemption and Concessional Registration charges certificate to M/s _____ reg.

Reference:

1. Revenue Dept. Notification No. _____ dated _____
2. Application of the enterprise dated _____

This is to certify that:

1. M/s _____ represented by Mr. _____ is a *proprietor/partner/managing director/director. It is a proposed *new/expansion// diversification unit.
2. The project has been approved by the Department in its meeting held on _____ *and Govt. Order No. _____ dated _____ is issued.
3. The enterprise is eligible for 100% Stamp duty exemption and the Registration charges payable at *₹1 for every ₹1000/- value on loan agreement and all other documents in respect of loan sanctioned.

Managing Director,

KITS

Department of IT and BT

To,

M/s _____

* Strike out whichever is not applicable