



Department of Transport /
Application for Issuance of Fitness Certificate for Commercial Vehicle /

For Official Use Only ਕੇਵਲ ਦਫਤਰੀ ਵਰਤੋਂ ਲਈ

RTS Service Code:

Application Number / ਅਰਜੀ ਨੰਬਰ :		Date of Application / ਅਰਜੀ ਦੀ ਮਿਤੀ	
ਬਲਾਕ / ਤਹਿਸੀਲ ਦਾ ਨਾਂ / Name of Block & Tehsil			

Part – 1 Personal Details / ਵਿਅਕਤੀਗਤ ਵੇਰਵਾ

Details of Person Filling the Application Form / ਅਰਜੀ ਫਾਰਮ ਭਰਨ ਵਾਲੇ ਵਿਅਕਤੀ ਦਾ ਵੇਰਵਾ				Self Attested Photo of Beneficiary
1. Name / ਬਿਨੈਕਾਰ ਦਾ ਨਾਂ				
2. Address / ਬਿਨੈਕਾਰ ਦਾ ਪਤਾ				
3. Relation with Beneficiary / ਬਿਨੈਕਾਰ ਦਾ ਲਾਭਪਾਤਰ ਨਾਲ ਰਿਸ਼ਤਾ				
Personal Data of Beneficiary / ਲਾਭਪਾਤਰ ਦਾ ਵਿਅਕਤੀਗਤ ਡਾਟਾ				
4. Name / ਨਾਂ *				
5. Gender / ਲਿੰਗ *	<input type="checkbox"/> Male / ਪੁਰਸ਼	<input type="checkbox"/> Female / ਔਰਤ		
6. Date of birth / ਜਨਮ ਮਿਤੀ		7. Age (if Date of birth not known)/ ਉਮਰ (ਜੇਕਰ ਜਨਮ ਮਿਤੀ ਨਹੀਂ ਪਤਾ)		
8. Place of Birth / ਜਨਮ ਅਸਥਾਨ				
9. Father's Name / ਪਿਤਾ ਦਾ ਨਾਂ *				
10. Mother's Name / ਮਾਤਾ ਦਾ ਨਾਂ				
11. Address / ਪਤਾ *				
PIN Code / ਪਿੰਨ ਕੋਡ		District / ਜ਼ਿਲ੍ਹਾ *		
12. Marital Status / ਵਿਆਹ ਸੰਬੰਧੀ		13. Spouse Name / ਪਤੀ / ਪਤਨੀ ਦਾ ਨਾਂ		
14. Email ID / ਈਮੇਲ ਆਈ ਡੀ		15. Contact Phone Number / ਸੰਪਰਕ ਲਈ ਫੋਨ ਨੰਬਰ *		
16. Voter ID Card Number / ਵੋਟਰ ਆਈ ਡੀ ਕਾਰਡ ਨੰਬਰ				
17. Aadhaar Number (UID) / ਅਧਾਰ ਨੰਬਰ (ਯੂ ਆਈ ਡੀ)		Aadhaar Enrollment Number (if Aadhaar not issued)/ ਅਧਾਰ ਇਨਰੋਲਮੈਂਟ ਨੰਬਰ (ਜੇਕਰ ਅਧਾਰ ਨੰਬਰ ਜਾਰੀ ਨਹੀਂ ਹੋਇਆ)		
18. Below Poverty Line (B.P.L.) Card Number / ਗਰੀਬੀ ਰੇਖਾ ਤੋਂ ਥੱਲੇ (ਬੀ. ਪੀ. ਐਲ.) ਦਾ ਕਾਰਡ ਨੰਬਰ				
19. Mobile Number / ਮੋਬਾਇਲ ਨੰਬਰ				

Part – 2 Service Details / ਸੇਵਾ ਦਾ ਵੇਰਵਾ

Application Details / ਅਰਜੀ ਦਾ ਵੇਰਵਾ	
1.	Application Number / ਅਰਜੀ ਨੰਬਰ
2.	Date of Application / ਅਰਜੀ ਦੀ ਮਿਤੀ
3.	Mode of Delivery / ਅਦਾਇਗੀ ਦਾ ਤਰੀਕਾ <input type="checkbox"/> Sewa Kendra / ਸੇਵਾ ਕੇਂਦਰ <input type="checkbox"/> By Post / ਡਾਕ ਦੁਆਰਾ



4.	Application Processing Office / ਅਰਜੀ ਕਾਰਵਾਈ ਦਫ਼ਤਰ	
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Part-3 List of Required Documents / ਜ਼ਰੂਰੀ ਦਸਤਾਵੇਜ਼ਾਂ ਦੀ ਸੂਚੀ

Name of Documents / ਦਸਤਾਵੇਜ਼ਾਂ ਦਾ ਨਾਂ		Whether Mandatory / Optional / ਜ਼ਰੂਰੀ / ਇੱਛਿਕ
1.	Scanned copy of Form 20	Mandatory / ਜ਼ਰੂਰੀ
2.	Scanned copy of Form 40	Mandatory / ਜ਼ਰੂਰੀ

Note:

1. For Reassignment of Vehicles (Vehicles with No Objection Certificate NOC from other states) both Form No.20 and Form No. 40 are required to be filled by applicant
2. For New Vehicles, both Form No.20 and Form No. 40 are required to be filled by applicant
3. For Old Vehicles registered in the state of Punjab, only Form no. 40 is required

ਮੈਂ ਸੱਚੇ ਦਿਲੋਂ ਬਿਆਨ ਕਰਦਾ / ਕਰਦੀ ਹਾਂ ਕਿ ਉਕੱਤ ਵੇਰਵਾ ਸਹੀ ਹੈ ਅਤੇ ਕੋਈ ਵੀ ਗੱਲ ਲੁਕਾ ਕੇ ਨਹੀਂ ਰੱਖੀ ਗਈ। ਕਿਸੇ ਵੀ ਤੱਥ ਸਬੰਧੀ ਜਾਣਕਾਰੀ ਛੁਪਾਉਣ ਜਾਂ ਗਲਤ ਬਿਆਨ ਕਰਨ ਲਈ ਮੈਂ ਨਿੱਜੀ ਤੌਰ ਤੇ ਜ਼ਿੰਮੇਵਾਰ ਹੋਵਾਂਗਾ / ਹੋਵਾਂਗੀ। ਮੈਂ ਇਹ ਵੀ ਬਿਆਨ ਕਰਦਾ / ਕਰਦੀ ਹਾਂ ਕਿ ਮੇਰੀ / ਸਾਡੀ (ਪਤੀ ਤੇ ਪਤਨੀ ਦੇਹਾਂ ਦੀ) ਸਾਰੇ ਵਸੀਲਿਆਂ ਤੋਂ ਮਾਸਿਕ ਆਮਦਨ _____ ਰੁਪਏ ਹੈ।



ਬਿਨਕਰ ਦੇ ਹਸਤਾਖਰ / ਅੰਗੂਠਾ

ਨਿਸ਼ਾਨ



Form 20

Form 20	
1.	Temporary Address
2.	Duration of Stay at the present address /
3.	Place of Birth /
4.	If place of birth is outside India, When migrate to India
5.	Name and Address of the Dealer or manufacturer from whom the vehicle was purchased (sale certificate and certificate road worthiness issued by the manufacturer to be enclosed
6.	If an ex-army vehicle, enclose proof. If locally manufactured trailer / semi trailer, enclose the approval of design by the state transport authority and note the proceeding number and date of approval
7.	Class of Vehicle (If motorcycle whether with or without gear)
8.	The motor vehicle is (a) A New Vehicle (b) Ex-Army Vehicle (c) Imported Vehicle
9.	Type of Body
10.	Type of Vehicle
11.	Maker's Name
12.	Month and Year of Manufacture
13.	Number of Cylinders
14.	Horse Power
15.	Cubic Capacity



16.	Maker's Classification or if not known wheel base	
17.	Chassis Number (Affix Pencil Print)	
18.	Engine Number of Motor Number in case of Battery operated vehicles	
19.	Seating capacity (Including driver)	
20.	Fuel used in the engine	
21.	Unladen weight	
22.	Particulars of previous registration and registered numbers (If any)	
23.	Color or Colors of body wings and front end	

Additional Particulars to be completed only in the case of transport vehicle other than motor cab

1.	Number, description, size and ply rating of tyres as declared by the manufacturer: (a.) Front axle (b.) Rear axle (c.) Any other axle (d.) Tandem axle	
2.	Gross vehicle weight (a.) As certified by the manufacturer (b.) To be registered	
3.	Maximum axle weight (a.) Front axle (b.) Rear axle (c.) Any other axle (d.) Tandem axle	
4.	(a.) Overall Length (b.) Overall Width (c.) Overall Height (d.) Overall Bane	



The above particulars are to be filled in for a rigid frame motor vehicle of two or more axles for an articulated vehicles of three or more axles or more axles or, to the extent applicable, for trailers, where a second semi-trailer or additional semi-trailer are to be registered with an articulated motor vehicle. The following particulars are to be furnished for each such semi-trailer:

1.	Type of Body	
2.	Unladen Weight	
3.	Number, description and size of tyres on each axle	
4.	Maximum axle weight in respect of each axle	
5.	The vehicle is covered by a valid certificate of insurance under Chapter XI of the Act: (a.) Insurance certificate or Cover note (b.) Date of (c.) Name of the company (d.) Valid From (e.) Valid uptill	
6.	The vehicle is exempted from insurance The relevant order is enclosed	
7.	Fees paid in Rs.	

1.	The motor vehicle above described is (a.) Subject to hire purchase agreement (b.) Subject to hypothecation in favor of (c.) Not held under hire-purchase agreement or lease agreement or subject to hypothecation	
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Strike out whichever is inapplicable, if the vehicle is subject to any such agreement the signature of the Financier with whom such an agreement has been entered into is to be obtained.

Signature of Financier with whom an
Agreement of Hire-Purchase, Lease or
Hypothecation has been entered into

Signature or thumb impression of
Registered Owner

Certificate of Inspection of Motor Vehicle

Certified that the particulars contained in the application are true and that the vehicle complies with the requirements of the Motor Vehicle Act, 1988 and Rules made there under

Date: _____

Ref. No. _____

Signature of Inspecting Authority

Name _____

Designation _____

Office Endorsement

Office of the _____



The above said motor vehicle has been assigned the Registration Number_____ and registered in the name of the applicant and the above is subject to an agreement of Hire Purchase / Lease / Hypothecation with the Financier referred above.

Date:_____

Signature of the Registering Authority



To

The Financier _____

(To be sent by Registered Post Acknowledgement Due)

Specimen signature or thumb impression of the person to be registered as registered owner and financier are to be obtained in original application for affixing and attestation by the registering authority with office seal in forms 23 and 24 in such a manner that part of impression of seal of a stamp and attestation shall upon each signature.

Specimen Signature of the Financier

(1) _____

(2) _____

Specimen Signature of the Registered Owner

(1) _____

(2) _____



Form 40

To

The registering Authority _____

I / We _____ Address

_____ hereby submit that the following information, namely:-

1.	Name of the applicant	
2.	Son / Wife / Daughter of	
3.	Address	
4.	Qualification of the applicant	
5.	Experience in Automobile workshop	
6.	Whether involved / connected directly or indirectly in transport business	
7.	Machinery and equipment	
8.	Staff engage in different cadres: (a.) Manager (b.) Foreman (c.) Mechanic (d.) Other Administrative Staff	



9.	Particulars of the person as required under clause (a) of the sub-rule (3) of Rule 63 of Central Motor Vehicle Rules, 1989 (a.) Name (b.) Age (c.) Qualification in Automobile Engineering (d.) Actual Experience in Automobile Workshop (e.) Name of the Firm with Full Address (f.) Driving Experience of various types of Transport vehicles (g.) Driving License Number (h.) Issued by (i.) Date of Issue (j.) Types of Vehicles (k.) Period of Validity of Driving License (l.) Endorsement on Driving License, if any	
10.	Proof of land owned by or hired by the applicant	
11.	Whether the garage is equipped with following facilities: (a.) Water Supply (b.) Electricity (c.) Toilet (d.) Rest Room	
12.	Source of Finance	
13.	If the Application is for the renewal of letter of authority, furnished following particulars, namely:- (a.) Number of existing letter of authority (b.) Date of Issue (c.) Period of Validity (d.) If Application is not submitted within time, State the Reasons (e.) Whether letter of Authority Suspended / cancelled / surrendered earlier. Furnish Details	



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

Date_____

Signature of the Applicant



Feed Back Form/ ਫੀਡਬੈਕ ਫਾਰਮ

<p>1. Is there any unnecessary information being asked in the Form?/ ਕੀ ਫਾਰਮ ਵਿਚ ਕੋਈ ਵੀ ਬੇਲੋੜੀ ਜਾਣਕਾਰੀ ਮੱਗੀ ਗਈ ਹੈ</p>	<p>Yes/ ਹਾਂ No/ ਨਾਂ</p>
<p>If Yes, Please specify the detail/ ਜੇਕਰ ਹਾਂ, ਤਾਂ ਵੇਰਵਾ ਦਿਓ ਜੀ</p>	
<p>2. Is any vague information is being asked in the form?/ ਕੀ ਫਾਰਮ ਵਿਚ ਕੋਈ ਵੀ ਅਸਪਸ਼ਟ ਜਾਣਕਾਰੀ ਮੱਗੀ ਗਈ ਹੈ</p>	<p>Yes/ ਹਾਂ No/ ਨਾਂ</p>
<p>If Yes, Please specify the details/ ਜੇਕਰ ਹਾਂ, ਤਾਂ ਵੇਰਵਾ ਦਿਓ ਜੀ</p>	
<p>3. Is the space provided in the form is sufficient for filling up the required information?/ ਕੀ ਫਾਰਮ ਵਿਚ ਮੁਹੱਈਆ ਸਪੇਸ ਲੋੜ ਦੀ ਜਾਣਕਾਰੀ ਭਰਨ ਦੇ ਲਈ ਕਾਫ਼ੀ ਹੈ</p>	<p>Yes/ ਹਾਂ No/ ਨਾਂ</p>
<p>If No, Please specify the details/ ਜੇਕਰ ਨਾਂ, ਤਾਂ ਵੇਰਵਾ ਦਿਓ ਜੀ</p>	
<p>4. Any other suggestion you may like to make, Please specify / ਕੋਈ ਹੋਰ ਸੁਝਾਅ ਦੇਣਾ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਵੇਰਵਾ ਦਿਓ ਜੀ</p>	

