

**Ministry of Rural Development**  
Government of India (RL Division)  
**PROFORMA FOR PARTICIPATION INSARAS AAJEEVIKA MELA**  
**TO BE HELDFROM 21<sup>st</sup> FEBRUARY TO 10<sup>th</sup> March, 2025 AT NOIDA HAAT, SECTOR 33 A, NEAR**  
**ISKON TEMPLE, NOIDA, UTTAR PRADESH**

(Recent passport size colour photograph of the member)

To be attested by the SMD/CEO

To,

The Centre for Marketing & Promotion  
of Rural Products & entrepreneurship Development (CMPREPED),  
NIRD&PR, Delhi Branch,  
Zone-5A (Core-C), 2<sup>nd</sup> Floor,  
India Habitat Centre,  
Lodhi Road, New Delhi – 110 003

Sir/Madam,

This is to certify that the following members of SHG whose photograph (s) has been attested is nominated by the State Government to display and sale of his/her/their products in the stall allotted to the State Government in **SARAS AAJEEVIKA MELA to be held from 21st February to 10th March, 2025 at Noida Haat, Sector 33 A, Near Iskon Temple, Noida, Uttar Pradesh**

Name of the participant	
Father's/Husband's name	
Complete Permanent Address (Village & Gram Panchayat, Block, District etc.)	
Contact Telephone No. or Mobile No.	
AADHAR Card No. /Voter ID No.	
PAN Card No.	
GST No. (if applicable)	
Name and address of SHG	
Year of formation of SHG	
NRLM SHG Code	
Nature of economic activity	
Saving Bank Account No. with name and branch of the Bank (copy of cancelled cheque)	
Product Brought (Brand Category)	
Dates of previous participation in SARAS Fair	

It is also certified that the member of SHG will be assisted by the following person whose relationship with the member of the SHG has been certified by the SHG in accordance with the instructions marked as (\*). His/her details are given below:

(Recent Colour Photograph of the Assistant)

To be attested by the SMD/CEO

Name of the associate assisting the member of the SHG	
Father's / Husband's Name	
Complete Permanent Address	
Relationship with the member of the SHG	
AADHAAR Card No.	
Contact Telephone No. or Mobile No.	

Signature / Thumb Impression  
Of the participant

Verified & forwarded by  
SMD/CEO of the

SRLM

**(\*) Instructions:**

- I. The person who would assist the SHG member during his/her participation in "SARAS AAJEEVIKA MELA-2025" scheduled to be held from 21st February to 10th March, 2025 at Noida Haat, Sector 33 A, Near Iskon Temple, Noida, Uttar Pradesh shall be certified by the SHG member being as member of SHG/ his / her spouse, son, daughter, relative or in all entirely resident of his / her native place.
- II. Two passport size photographs of all the SHG members/associate duly certified may be attached.
- III. Two additional passport size photographs of the member of the SHG may be attached.

- IV. Attested photo copy of Photo ID i.e. AADHAR Card/Election Card etc. for residence proof should be kept readily available with the member of SHG for registration and other formalities to complete.
- V. The association and presence of the State Coordinator is mandatory during the period of the fair, falling which none of the participating SHG will be entertained.

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**UNDERTAKING**

**Date:**

I/We hereby understand that the following animal/ plant phyla are prohibited & banned for selling / displayed in SARAS AAJEEVIKA MELA-2025 scheduled to be held from 21st February to 10th March, 2025 at Noida Haat, Sector 33 A, Near Iskon Temple, Noida, Uttar Pradesh

- Plant products/ derivatives as included in schedule VI of Wildlife (Protection) Act 1972.
- Molluscan shells/ derivatives/ handicraft item as included in schedule I & IV of wild life (Protection) Act 1972.
- Coelenterates as included in Schedule I of Wildlife (Protection) Act 1972.
- Fishes as included in schedule I of Wildlife (Protection) Act 1972.
- Any wild animal & its derivatives.

In view of above I/We hereby undertake that the above mentioned prohibited items/ products etc. Shall not be displayed/ sold during the tenure of SARAS AAJEEVIKA MELA-2025 in my Stall, Failure to comply with the above. I/We may be held responsible and action as deemed fit under the provisions of Wildlife (Protection) Act, 1972 may be taken against me/us. I/We have also read carefully the advisory No. 02/2013 issued by the appropriate authority (WCCB, New Delhi) in this context.

Signature.....

Name.....

Designation.....

Hanger No.....

**Sample Invoice**

**Annexure V**

**To:**  
Client Name  
Address:

**SHG Name**  
Address  
  
State:  
PIN:  
**GST/Temp GST**  
**Registration No:** (If Applicable)

	<b>Invoice Number</b>	0	<b>Invoice Date</b>	0
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<b>Sample Item 1</b>	Rs. 100/-	1.00	Rs. 100/-
<b>Sample Item 2</b>	Rs. 50/-	2.00	Rs. 100/-
<b>Sample Item 3</b>	Rs. 20/-	3.00	Rs. 60/-

**Gross**  
**Total** 260/-

(Rs. Two hundred sixty only)

Signature

**Stock Register (sample copy)**

1. Date:
2. Name of the SHG:
3. Name of the State:
4. Stall no:
5. Name of the State Coordinator:

SN	Name of the product	Stock (in appropriate units)			Quantity sold (in appropriate units)	Rate/ Unit	Total Sale	Closing balance
		Opening	Add on	Total				
1	Bedsheet	110 nos	0	110	10	100	1000	100
2	Rice	1000 kg	0	1000				

Signature of SHG Member

Signature of the State Coordinator

Date :

Time:

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**Product Specification (sample copy)**

1. Name of the SHG:
2. Name of the State:
3. Name of the State Coordinator:

SN	Name of the product	Product specification			Total Stock	Rate/ Unit
		Dimension	Colour	Story		
1						
2						

**Signature of the State Coordinator**

Date:  
Time: