

**FORM 40**

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

[See Rule 63(2)]

To

The Registering Authority,  
.....

I/We..... Address.....  
.....

hereby submit the following information, namely:-

1. Name of the applicant.....
2. Son/Wife/Daughter of.....
3. Address (Proof to be enclosed).....  
.....
4. Qualification of the applicant.....
5. Experience in automobile workshop.....
6. Whether involved/connected directly or indirectly in transport business.....
7. Machinery and equipment.....
8. Staff engaged in different cadres
  - (i) Manager.....
  - (ii) Mechanic.....
  - (iii) Helpers.....
  - (iv) Other administrative staff.....
9. Particulars of a person as required under clause (a) of sub-rule (3) of Rule 63 of Central Motor Vehicle Rules, 1989.....
  - (a) Name.....
  - (b) Age.....
  - (c) Qualification is Automobile Engineering.....
  - (d) Actual experience in Automobile Workshop.....
  - (e) Name of firm with full address.....  
.....
  - (f) Driving experience of various types of Transport vehicles.....
    - (i) Driving License No.....
    - (ii) Issued by.....
    - (iii) Date of Issue.....
    - (iv) Type of vehicle.....

- (v) Period of validity of driving license.....
- (vi) Endorsement on driving license, if any.....
- 10. Proof of land owned by or hired by the applicant.....
- 11. Whether garage is equipped with the following facilities.....
  - (i) Water Supply .....
  - (ii) Electricity .....
  - (iii) Toilet .....
  - (iv) Rest Room .....
- 12. Sources of finance.....
- 13. If application is for the renewal of letter of authority, furnish following particulars, namely:- .....
  - (i) Number of existing letter of authority.....
  - (ii) Date of issue.....
  - (iii) Period of validity.....
  - (iv) If application is not submitted within time, state the reasons.....  
.....
  - (v) Whether letter of authority suspended/cancelled/surrendered earlier.  
Furnish details.
- 14. I hereby solemnly declare that the information given above is true and correct. Further I hereby declare that I shall abide by the rules, regulations and conditions attached to the letter of authority and as prescribed in the Motor Vehicle Act, 1988 and the Central Motor Vehicle Rules, 1989.

Dated.....

Signature of the Applicant