#### INSTRUCTIONS FOR RECONSTITUTION OF COMMISSIONED DEALERSHIP

- 1. The Reconstitution Policy must be read and understood fully. The application complete in all respects including processing fee must be submitted to the respective Divisional/Territory/Regional Office of IOC/BPC/HPC, as applicable, preferably in person. If sent by post/courier the same must be addressed to the respective Divisional/Territory/Regional Office in-charge.
- 2. An acknowledgement of receipt of application will be issued by the Divisional/Territory/Regional Office along with a reference number. In cases where the applications are not handed over in person and if acknowledgement is not received within 15 days, the same to be brought to the notice of the Divisional/Territory/Regional Office in-charge immediately. For all future correspondence the reference number to be mentioned.
- **3.** Application processing fee: A non refundable application processing fee of Rs.25,000/for reconstitution, in the form of DD, in favour of Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd., as applicable, and payable at the Divisional/Territory/Regional Office location, will be payable along with the application as per the Reconstitution policy, as applicable.
- **4.** Reconstitution fee: Non refundable reconstitution fee equivalent to prevailing security deposit (as applicable to Dealership Selection policy in vogue) will be collected before execution of agreement as per the reconstitution Policy, as applicable.
- 5. In case of reconstitution proposals on account of incapacitation due to serious illness/accident resulting in total and permanent disability which will disable the dealer (proprietor / partner) to work or follow any profession, Chief Medical Officer of the Govt. Hospital or Medical Board recognized by the Govt. need to certify the incapacitation for considering the proposal.
- 6. If the nominee / legal heir / family member of the deceased/incapacitated proprietor/partner(s) does not possess minimum education qualification in line with dealer selection policy in vogue and is proposing to become the proprietor/partner, then the Committee of Officers appointed by the Corporation will verify whether such legal heir/s is/are able to read, write and count.
- 7. At an appointed date the existing/continuing proprietor/partner(s) along with the proposed partners have to appear before the Committee along with the original documents, copies of which were submitted / required along with the application.
- **8.** All the pages of the application along with the annexures to be signed/self attested by all the existing partner/s and incoming partner(s).
- **9.** In case the nominee / legal heir / family member is a minor, then local guardian proposing to operate the RO is required to sign alongwith the minor nominee / legal heir / family member wherever applicable.
- **10.** After receiving the "in principle" approval for the reconstitution, the documentary confirmation and legal compliance must be submitted to the Divisional/Territory/Regional Office in-charge within 60 days.

#### **APPLICATION FOR RE-CONSTITUTION OF COMMISSIONED DEALERSHIP**

Date:

S. NO	PARTICULARS				DETAIL	.S		
1	Details of Dealership							
(a)	Whether Dealership is	on sole propri	etorship	Р	roprietorshi	p / Partr	nership	/ Others
. ,	or partnership :		•			•		
(b)	Name of Dealership							
(c)	SAP Code							
(d)	Date of Commissioning	of Dealership	:					
(e)	Age of dealership as on	•						
(f)	Location :	•						
(g)	Tehsil / Sub-Division /D	istrict :						
(h)	State :							
(i)	Category of the Dealers	ship:			SC	/ ST / O	thers	
2	Details of existing / dec	•	pacitated	propriet				
(a)		•				. ,		
(-)	Name of Proprietor/partner(s)	Category SC/ST/Others	Alive / De		Existing % share	Wish contir reti	nue /	Proposed % share
(b)								
()	Name of		Address		Telepho	one /		e-mail ID
	Proprietor/partner(s)			Mobile no.				
		1					ı	
3	Details of Land on located:	which Deale	rship is					
4	Whether proposal for r submitted on account of Incapacitation / Othe	of Resignation	_	Resign	nation / Dea	th / Inca	apacitat	tion / Others
5	Name of the decease Proprietor / Partner(s)	-		1. 2.				
6	Details of nominee(s),	in case appoir	nted by d	eceased	or incapacit	ated Pro	oprietor	/ Partner(s)
(a)	Whether nominee(s)		-	Yes / No				
	deceased or incapac	citated Propi	rietor /					
(1.)	Partner(s):							
(b)	Name(s) of person(s)			NI	of do		mo -t	0/ cf -h
	nominee(s) by the dece	•			of deceased /		me of ninee(s)	% of share nominated
	Proprietor / Partner(s)				etor / Partner(s			
	was/were appointed	= = = = = = = = = = = = = = = = = = = =			·			
	nominee was appointe							
	incapacitated Dealer(s)	in his last non	unation,	I				

	details as indicated alongside has to be given	
	for each nominee indicating the % share out	
	proposed by attaching separate sheet). If the	
	nominee(s) is/are minor, then the details of	
	the local guardian who will be operating the	
	dealership till the nominee(s) becomes a	
	major, is to be furnished along with that of	
	the minor nominee(s).	
7	Detail of reconstitution proposed	
(a)	Whether reconstitution proposed for	Yes / No
	induction of outside partner(s):	
(b)	Whether proposed for complete changeover	Yes / No
	in constitution:	
(c)	Whether dealership is eligible for complete	Yes / No
	change in constitution based on age of	
	Dealership :	
(d)	In case reconstitution is proposed within 3	
` ´	years of commissioning of Dealership,	Yes / No / NA
	whether in the proposed reconstitution, 51 %	, ,
	share is proposed	% share out proposed, in case of death of Dealer(s) and
	ondia di propossa	in case of incapacitation of Dealer(s), where the
	i. In favour of original allottee(s) and/or in	incapacitated Dealer (s) desires to retire
	favour of nominee(s)/legal heir(s)/family	In favour of original allottee(s) In favour of other
	member(s) (including married children	and/or nominee(s) / legal heir(s) incoming partner(s) / family member(s) (including
	and/or grandchildren) of original	married children and/or
	allottee(s) where reconstitution is being	grandchildren) of deceased /
		incapacitated Dealer(s)
	proposed due to death/ Incapacitation of	
	Dealer(s) and where incapacitated Dealer	% share out proposed In other cases
	(s) desires to retire.	In favour of existing partner(s)  In favour of other
	ii. In favour of original allottee(s) where	incoming partner(s)
	reconstitution is being proposed for	
	reasons other than death of the Dealer (s)	
	or is being proposed due to other cases.	
	[_, _, _, _ , _ , _ , _ , _ , _ , _ , _	
	The % share out of proposed reconstitution is	
	to be indicated as per table alongside.	
(e)	If the Dealership was allotted under SC/ST	Yes / No / NA
	category, whether proposal is being	
	submitted for induction of other category	
	partner(s):	
		<u> </u>

(f)	In case proposal is being submitted for	Yes / No /	' NA	
	induction of partner(s) of other category in			
	Dealership allotted under SC/ST category,	Name of partner(s) of SC/ST	Continuing	% of
	whether total % share out proposed for other	category	/ Incoming	share
	partner(s) is within 25 %. Also, mention total			proposed
	share out proposed for other category			
	partner(s) : (In case of death/permanent			
	incapacitation of SC/ST Proprietor/Partner(s),	Total % share proposed for		
	total share of the deceased/incapacitated	partner(s) of SC/ST category		
	Proprietor/Partner(s) can be transferred to			
	, , , ,	Name of partner(s) of other	Continuing	% of share
	Non-SC/ST spouse or Non-SC/ST children	category	/ Incoming	proposed
	(legal heirs) as the case may be, which would	<u> </u>	, ,	
	be counted as SC/ST share)			
		Total % share proposed for		
		partner(s) of other category		
				•
8	Brief reasons for the proposed			
"	reconstitution :			
9	Name(s) of continuing Proprietor /			
	Partner(s) / incoming partner(s) : (if more	Name of continuing Propri	etor /	% of share
	than one partner is proposed, details as	Partner(s)		proposed
	indicated below has to be given for each			
	partner indicating the % share out			
	proposed). If the legal heir(s) is/are minor,			
	, , , , , , , , , , , , , , , , , , , ,			
	then the details of the local guardian who	Name of incoming Proprietor /	Partner(s)	% of share
	will be operating the dealership till the legal			proposed
	heir(s) becomes a major, is to be furnished			
	along with that of the minor legal heir(s).			
1				

Signature of existing LOI holder(s) (wherever applicable)

Signature of the incoming partner(s)

Signature of nominee(s)/legal heir(s)/family member(s) of deceased/incapacitated LOI holder(s)LOI holder(s) (wherever applicable)

Signature of Local Guardian (wherever applicable)

#### **UNDERTAKING**

"I/We the existing Proprietor/Partner(s) M/s		a Retail Outlet
Dealership of Indian Oil Corporation Ltd. / Bharat		
Petroleum Corporation Ltd. at	, District :	, State
along with the proposed partner(s) I	hereby confirm that all the o	details furnished
in the application are true to the best of my/our knowled	ge. We also confirm that the	e re-constitution
policy has been read and understood by me/us. I/We of	confirm that the proposal fo	or re-constitution
is submitted consciously after fully understanding the i	mplications of the same."	
Signature of existing Proprietor/Partner(s) (wherever applicable)	Signature of the incom	ing partner(s)
Signature of nominee(s)/legal heir(s)/family member(s) of deceased/incapacitated Proprietor/Partner(s) (wherever applicable)		
Signature of Local Guardian (wherever applicable)		

### <u>DETAILS OF CONTINUING PROPRIETOR / PARTNER(S) / INCOMING PROPRIETOR / PARTNER(S) FOR</u> <u>RECONSTITUTION OF COMMISSIONED DEALERSHIP</u>

1	Name of the continuing / incoming Proprietor / Partner(s)			
2	Photograph of the continuing / incoming Proprietor / Partner(s)			
3	Whether continuing / incoming Proprietor / Partner(s)	Continuing Proprietor / Continuing Partner / Incoming Proprietor / Incoming Partner	Continuing Proprietor / Continuing Partner / Incoming Proprietor / Incoming Partner	Continuing Proprietor / Continuing Partner / Incoming Proprietor / Incoming Partner
4	Whether nominee of deceased / incapacitated Proprietor / Partner(s)	Yes / No / NA	Yes / No / NA	Yes / No / NA
5	Whether legal heir / family member of deceased / incapacitated Proprietor / Partner(s)	Yes / No / NA	Yes / No / NA	Yes / No / NA
6	Whether incoming Proprietor / Partner(s) is outside / within family	Outside / Within / NA	Outside / Within / NA	Outside / Within / NA
7	Category of continuing LOI holder(s) / incoming Proprietor / Partner(s)	SC / ST / Others	SC / ST / Others	SC / ST / Others
8	% share proposed			
9	Address			
10	District			
11	State			
12	PIN Code			
13	Telephone / Mobile no.			
14	e-mail Id			
15	Educational qualification as on date of application			
16	Date of birth			
17	Age as on date of application			
18	Present occupation			
19	PAN no.			
20	Relationship details with existing / deceased / incapacitated Proprietor / Partner(s), if any			
21	Any other relevant information			

Signature of existing Proprietor / Partner(s) (wherever applicable)

Signature of the incoming partner(s)

Signature of nominee(s)/legal heir(s)/family member(s) of deceased/incapacitated Proprietor / Partner(s) (wherever applicable)

Signature of Local Guardian (wherever applicable)

DETAILS OF ANNEXURES FOR RECONSTITUTION OF COMMISSIONED DEALERSHIP

	DOCUMENTS REQUIRED	State attached or not applicable	No. of pages
	A. FOR INCOMING PARTNER		
	Proof of Identity: - Copy of any of the following (Voter ID / PAN Card / Photo ID card issued by Govt. / PSU / Passport / Driving Licence)		
	Age Proof :- Copy of any of the following (Birth Certificate, School leaving certificate / Passport / Driving Licence / PAN Card / Self Affidavit / Identity card issued by Election Commission)		
3.	Educational Qualification :- Copy of matriculation certificate / SSC / 10 <sup>th</sup> passing marksheet.		
4.	Succession certificate / Legal heir certificate confirming legal heir(s) of Proprietor / Partner(s)		
5.	<ul> <li>Relinquishment deed (NOC) from</li> <li>a. Nominee(s) / legal heir(s) of deceased Proprietor / Partner(s), in case any nominee(s) / legal heir(s) is not proposing to join dealership.</li> <li>b. Nominee(s) / legal heir(s) of incapacitated Proprietor / Partner(s), who is not in a position to give consent due to physical condition and in case any nominee(s) / legal heir(s) is not proposing to join dealership.</li> <li>c. From Proprietor / Partner(s) desiring to resign from the dealership</li> </ul>		
6.	In case of reconstitution of SC/ST category Dealership with SC/ST partners – Copy of SC/ST Certificate from competent authority as per Dealership Selection Guideline in vogue.		
7.	Standard Affidavit on Indian nationality, age, multiple dealership norms, non-conviction etc. as applicable (Annexure-D2)		
8.	Passport size photographs of the continuing / incoming candidate(s) to be pasted on the application		
9.	If in service, affidavit for resigning from the service after the approval of reconstitution but before the execution of the agreement.		
	B. OTHER DOCUMENTS	<u> </u>	
1.	Copy of last dealership agreement executed or reconstitution approval or copy of LOI/LOA, in case of first reconstitution		
2.	In case of SC/ST category copy of original LOI/LOA		
3.	Reconstitution Application Processing Fee (DD for Rs.25000/-)		
4.	Draft copy of the dissolution deed of the existing partnership (if applicable).		
5.	Draft Copy of the deed of the proposed partnership (if applicable).		
	Letter of Acceptance from the local guardian to operate the dealership till the legal heir becomes a major. (18 years)***		
	In case of incapacitation, copy of the Incapacitation Certificate issued by the Chief Medical officer of the District Govt. Medical Hospital / Medical Board recognized by the Govt.		
8.	Age Proof of local guardian ***: Copy of any of the following (Birth Certificate, School leaving certificate, Passport, Driving Licence, PAN Card, Self Affidavit, Identity card issued by Election Commission).		
9.	Proof of educational qualification of the local guardian: If not able to furnish, he/she should be able to read, write & Count.		
	For induction of outside category partner in SC/ST dealership, incoming partner to fill the new dealership form and submit alongwith relevant enclosures.  Copy of the latest audited balance sheet of the dealership		
	Copy of the latest addited balance sheet of the dealership		

12. Recent certificate from Bank (issued within 3 months prior to the date of application) giving the name(s) of account holders of the dealership as per bank account	
13. Total no. of Pages enclosed	

<sup>\*\*\*</sup> Required only if the proposed legal heir of the deceased/incapacitated LOI holder is a minor.

Signature of existing Proprietor / Partner(s) (wherever applicable)

Signature of the incoming partner(s)

Signature of nominee(s)/legal heir(s)/family member(s) of deceased/incapacitated Proprietor / Partner(s) (wherever applicable)

Signature of Local Guardian (wherever applicable)

#### **Notarized Affidavit**

	nstitution of Retail Outlet Dealership M/s, at, at, ict :,
Ι,	son/daughter/wife of Age Age years residing at as under :
	That I am an Indian Citizen and resident of India (as per Income Tax Rules).
2	That my date of birth is d d / m m / y y y (Age as on date of application for reconstitution in words)
3	* That I have passed the 10 <sup>th</sup> Standard examination conducted by Board in the year
4	* That I am unmarried. That neither I, nor my Father, Mother, unmarried brother(s), unmarried sister(s) have dealership/distributorship or hold Letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship of any Oil Company except the subject Retail Outlet Dealership for which Reconstitution is proposed #.
	* That I am married and name of my spouse is That neither I nor my spouse, unmarried
	son(s) / unmarried daughter(s) have dealership / distributorship or hold letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship of any Oil Company except the subject Retail Outlet Dealership for which Reconstitution is proposed #.
	OR
	* That I am widow / widower. That neither I nor my unmarried son(s) / unmarried daughter(s) have dealership/distributorship or hold letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship of any Oil Company except the subject Retail Outlet Dealership for which Reconstitution is proposed #
	* That I am divorcee. That neither I, nor any of my unmarried son(s) / unmarried daughter(s) (whose custody is given to me) have dealership/ distributorship or hold letter of Intent for Retail Outlet or SKO-LDO dealership or LPG distributorship of any Oil Company except the subject Retail Outlet Dealership for which Reconstitution is proposed #.
5	That I hereby confirm that none of my family members (as per multiple dealership norms as defined in Dealer Selection Guidelines of Oil Marketing Companies) are employees of Oil Marketing Companies.
6	That I am of sound mental health & I am not totally paralyzed.
7	That I am married and my name before marriage was and after my marriage to Shri
8	That I have never been convicted by any Court of Law for any criminal offences involving moral turpitude and/or economic offences (other than freedom struggle).

9	That I hereby confirm that I was never a signatory to dealership/distributorship agreement of any Oil Company, which was terminated for proven malpractices and / or for violations of provisions of the Marketing Discipline Guidelines.					
10	That I hereby confirm that I will not be taking up any other employment upon my appointment as a dealer. If I am already employed I will resign from the employment and produce the letter of acceptance of resignation by the employer before the acceptance of Letter of Appointment issued by the Oil Company.					
11	I hereby declare that I am neither employed in private sector nor drawing any salary/perks/emoluments from State / Central Government. I also affirm that during the tenure of the Dealership I will not draw any salary /perks/emoluments from State / Central Government / Private Sector.					
12	That presently I am not having any contract with any Oil Marketing Company as Service Provider/Labour contractor/Job Contractor for any COCO RO					
	OR					
	That presently I am having a contract with an Oil Marketing Company as Service Provider/Labour contractor/Job					
	Contractor for one COCO RO (Name of COCO Location, Dist, State					
	, Oil Company name). I also know that if I am appointed as a Dealer,					
	I will have to terminate this contract before issuance of Letter of Appointment.					
	of application for the award of the RO dealership or in this affidavit shall be found to be untrue or incorrect or false, then Corporation would be within its rights to withdraw the letter of intent / terminate the dealership (if already appointed) and that I would have no claim, whatsoever, against the Corporation for such withdrawal / termination.					
* St	rike off whatever is not applicable.  # Strike off the portion in italics if not applicable.					
	y verify that what has been stated above is true and correct to the best of my knowledge and nothing material had oncealed there from.					
lam	Signature of Deponent e in block letters)					
ıaııı	e in block letters)					
emr	ly affirmed and declared before me. Thisday of					
	Signature and Seal of					
	Magistrate/Judge/Notary public					

### AFFIDAVIT / INDEMNITY BOND FOR APPOINTMENT OF NOMINEE(S) BY PROPRIETOR / PARTNER(S) OF COMMISSIONED DEALERSHIP

### Notarized Affidavit (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l,				•	ghter		wife residing	of
	do hereby s	Age solemnly affirr			years s under;		residing	at
That, I am the sole-Proprie dealership of Indian Oil C Petroleum Corporation Ltd. *along wife of	etor / Partner of M Corporation Ltd. / located at	//s / Bharat Pet	roleu	ım Corı _, Distri	poration ct:	Ltd.	/ Hindu	ıstan State
wife of			Ag	e	<i>ye</i>	ars	residing	ı at
*That, the percentage share of Partnership no	dated						-	Deed
" Name	e of Partner				% Shar	e Ou	ıt	
That, in case of my death incapacitation resulting in to any occupation or professions on / daughter / wife of	otal and permane on, I hereby nomin	ent disability, vate Sri/Smt.	which	n will dis Age	sable me	e to v		ollow
That, in case of my death of Corporation Ltd. / Bharat Pobe in its rights to reconst nominee(s) Sri/Smt.	etroleum Corporat	tion Ltd. / Hin stated RO D	dusta ealei	an Petro rship by son	oleum Co y inducti / daug	orpo ing r ghter	ration Lto my appo · / wife	d. will inted e of
stated RO Dealership firm t	o my appointed n	ominee(s) as	indic	cated be	elow;	31 IGI	6 III 1110 a	DUVU
Name of the Nominee(s)	Address	% Share proposed	out		ss of per		r, name a	

I hereby verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Limited/Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I along with my heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO Dealership by inducting my appointed nominee(s) as Proprietor/partner(s).

	Signature of Deponent (Proprietor/Partner) (Name in block letters)
Witnessed by other Partner(s) (Name in block letters)	
Solemnly affirmed and declared before me. This _	day of
Signature and Seal of First Class Magistrate/Executive Magistrate	

### AFFIDAVIT / INDEMNITY BOND BY NOMINEE(S) OF PROPRIETOR / PARTNER(S) (to be obtained at time of reconstitution)

#### **Notarized Affidavit**

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l,			daughter years		
do hereby s	solemnly affi	rm and s	ay as under;	residing	aı
That, Sri/Smt.	, S	on /	daughter	/ wife	of
is the sole Proprietor / Partner of M/s of Indian Oil Corporation Ltd. / Bharat Po Corporation Ltd. located at*along with Sri wife of		_, Distı	rict :	,	State
*That, the percentage share out of all the part of Partnership no dated				ership as per	Deed
Name of Partner			% Share	e Out	
That, Sri/Smt, dated					
That, in view of death / incapacitation resu, I hereby					
Petroleum Corporation Ltd. / Hindustan Proprietor / Partner for RO Dealership at _	Petroleum C	orporation	on Ltd. to in , District :	iduct me as	s sole
State **along with Sri/Sm	t				son /
daughter / wife of as per the	share stat	 ed in th	Age le Affidavit d	years residi ated	ng at
nomination submitted by Sri/Smt.				ulou	101
I hereby verify that what has been stated ab and nothing material has been concealed the in this affidavit shall be found to be untrue of Bharat Petroleum Corporation Ltd. / Hindustrights to take suitable action as deemed fit in whatsoever against Indian Oil Corporation L Petroleum Corporation Ltd. (as applicable) for	ere from. If a or incorrect of tan Petroleu ncluding tern td. / Bharat	any infor or false, m Corpo nination Petroleu	mation/declar Indian Oil Co oration Ltd. v and that I wo	ration given la orporation Li would be wituld have no	by me mited/ hin its claim,

I along with my heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO Dealership by inducting me as Proprietor/partner.

	Signature of Nominee(s	) of Proprietor/Partner(s)
		(Name in block letters)
Solemnly affirmed and declared before me. Thi	sday of	
Signature and Seal of Magistrate/Judge/Notary public		
* : Applicable only in case of partnership firm		

### AFFIDAVIT / INDEMNITY BOND BY OTHER SURVIVING / EXISTING PARTNERS OF DEALERSHIP IN CASE OF APPOINTMENT OF NOMINEE(S) BY ANY PARTNER

(Applicable only in case of Dealership under partnership and is to be obtained at time of reconstitution)

#### **Notarized Affidavit**

	/ daughter / wife of ge years residing at irm and say as under;
That, I am the Partner of M/s	/ Hindustan Petroleum Corporation Ltd, State along
That, the percentage share out of all the partners in the a of Partnership no dated is as indicated	
Name of Partner	% Share Out
That, Sri/Smt, who is my partial appointed Sri/Smt, as his/her nominee vide, Indian Oil Corporation Ltd. / Hindustan Petroleum Corporation Ltd. is requested as partner in the RO Dealersh gon / daughter / wife of along with me and Secon / daughter / wife of	son / daughter / wife of e years residing at e affidavit dated  I and permanent disability, of Sri/Smt. on Ltd. / Bharat Petroleum Corporation d to induct his / her nominee(s) Sri/Smt. nip at, District: Sri/Smt,
hereby verify that what has been stated above is true a and nothing material has been concealed there from. If a in this affidavit shall be found to be untrue or incorrect or five Petroleum Corporation Ltd. / Hindustan Petroleum Corporation as deemed fit including terminate whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. (as applicable) for such action	and correct to the best of my knowledge any information/declaration given by me alse, Indian Oil Corporation Ltd. / Bharat boration Ltd would be within its rights to tion and that I would have no claim, Petroleum Corporation Ltd. / Hindustan
l along with my heirs, nominees, successors, executors, indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. (as applicable) from all acts, disputes, cany other risks arising out of reconstitution of the about Sri/Smt as partner in the Dealersh	Corporation Ltd. / Hindustan Petroleum costs, losses, claims, damages, suits or ove stated RO Dealership by inducting

(Name	in	block	letters)

Solemnly affirmed and declared before me. Thisday of	
--	--

Signature and Seal of Magistrate/Judge/Notary public

#### AFFIDAVIT / INDEMNITY BOND BY SURVIVING PARTNERS OF DEALERSHIP

(Applicable only in case of Dealership under partnership and is being reconstituted in favour of only surviving partners in case Nominee(s) / Legal heir(s) of deceased partner(s) is/are not available / not traceable - to be obtained at time of reconstitution)

#### **Notarized Affidavit**

Age	I,son / daughter /	wife of
Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. located at	Age years residing at	do hereby solemnly affirm and say
Name of Partner	Oil Corporation Ltd. / Bharat Petroleum Corporation located at, District : with Sri	n Ltd. / Hindustan Petroleum Corporation Ltd, State along, son / daughter / wife of
That, Sri/Smt		
expired / got totally incapacitated on That, Sri/Smt son / daughter / wife of as his/her nominee vide affidavit dated That, vide his/her affidavit dated sri/Smt had requested Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. to reconstitute the above stated RO dealership in the event of his/her death/ incapacitation resulting in total and permanent disability, by inducting Sri/Smt as partner in the dealership in lieu of him/her, as per shareholding allocated by him/her. That, Sri/Smt who was appointed as nominee by Sri/Smt is not available / is not traceable.  Or  That, Sri/Smt , who is my partner in the above stated RO dealership expired / got totally incapacitated on That, Sri/Smt son / daughter / wife of Age years residing at is/are the Legal heirs of Sri/Smt who is the legal heir	Name of Partner	% Share Out
expired / got totally incapacitated on That, Sri/Smt son / daughter / wife of Age years residing at is/are the Legal heirs of Sri/Smt who is the legal heir	expired / got totally incapacitated of, had earlier appoind daughter / wife of as his/her nomine his/her affidavit dated Sri/Smt Oil Corporation Ltd. / Bharat Petroleum Corporation to reconstitute the above stated RO dealership is resulting in total and permanent disability, by indupartner in the dealership in lieu of him/her, as p Sri/Smt who Sri/Smt is not available / is not	on That, Sri/Smt.  Inted Sri/Smt son /  Age years residing at ge vide affidavit dated That, vide had requested Indian in Ltd. / Hindustan Petroleum Corporation Ltd. In the event of his/her death/ incapacitation cting Sri/Smt as ger shareholding allocated by him/her. That, was appointed as nominee by
years residing at is/are the Legal heirs of Sri/Smt who is the legal heir	expired / got totally incapacitated communication communic	on That, Sri/Smt.
of Sri/Smt. is not available / is not traceable.	That, Sri/Smt	is/are the Legal heirs of Sri/Smt who is the legal heir

That, Sri/Smtexpired / got totally incapacitated onedeceased Sri/Smt	., who is my partr Th	ner in the above stated RO dealership at, there is no surviving Legal heir of
In view of above, Indian Oil Corporation I Petroleum Corporation Ltd. is requested to holding indicated below;		
Name of Proposed Proprietor/Par	tner(s)	% Share Out
I hereby verify that what has been stated a and nothing material has been concealed to in this affidavit shall be found to be untrue of Petroleum Corporation Ltd. / Hindustan Petrake suitable action as deemed fit inclusively whatsoever against Indian Oil Corporation Petroleum Corporation Ltd. (as applicable)  I along with my heirs, nominees, successo indemnify Indian Oil Corporation Ltd. / Bhac Corporation Ltd. (as applicable) from all action of the properties of the petroleum corporation Ltd. (as applicable) from all actions of the properties of the petroleum corporation Ltd. (as applicable) from all actions of the petroleum corporation Ltd. (as applicable) from all actions of the petroleum corporation Ltd. (as applicable) from all actions of the petroleum corporation Ltd. (as applicable) from all actions of the petroleum corporation Ltd. (as applicable)	there from. If any r incorrect or false troleum Corporating termination Ltd. / Bharat Pefor such action.  rs, executors, as rat Petroleum Cots, disputes, cos	y information/declaration given by me se, Indian Oil Corporation Ltd. / Bharat ation Ltd. would be within its rights to a and that I would have no claim, stroleum Corporation Ltd. / Hindustan signs and administrators hereby also propration Ltd. / Hindustan Petroleum sts, losses, claims, damages, suits or
	Signatu	ure of Deponent (Surviving Partner(s) (Name in block letters)
Solemnly affirmed and declared before me	. This	day of
Signature and Seal of Magistrate/Judge/Notary public		

#### AFFIDAVIT / INDEMNITY BOND BY LEGAL HEIR(S) & SURVIVING PARTNERS OF DEALERSHIP

(Applicable only in case of some/all nominee(s) / Legal heir(s) of deceased Proprietor/Partner(s) is/are not responding and Dealership is being reconstituted in favour of responding nominee(s) / Legal heir(s) / surviving partners - to be obtained at time of reconstitution)

#### **Notarized Affidavit**

	/ daughter / wife of je years residing at rm and say as under;
That, I am the Partner of M/s Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. located at, District : with Sri Ag	/ Hindustan Petroleum Corporation Ltd, State along
That, Sri/Smt, Retail Outlet dealersh Petroleum Corporation Ltd. / Hindustan Petrole, District :, State and Sri/Smt as his/her nomin	nip of Indian Oil Corporation Ltd. / Bharat eum Corporation Ltd. located at te has appointed me
That, I and Sri/Smt.  Age years residing  Legal heirs of Sri/Smt.  Retail Outlet dealersh  Petroleum Corporation Ltd. / Hindustan Petrole, District :, State	ate the are the are the, Proprietor / partner of M/s nip of Indian Oil Corporation Ltd. / Bharat eum Corporation Ltd. located at
That, the percentage share out of all the partners in the a of Partnership no dated is as indices.  Name of Existing Partners	% Share Out
That, Sri/Smt, the partner expired / got totally incapacitated on	er of the above stated RO dealership

That,	Sri/Smt		e nominee / legal heir of Sri/Smt.
		is not interested to join the abo	ove stated dealership / is not responding.
join th	ne above state pration Ltd. / H d RO Deale	and as Sri/Smt d dealership / not responding, Indiar lindustan Petroleum Corporation Ltd	al and permanent disability, of Sri/Smt is not interested to a Oil Corporation Ltd. / Bharat Petroleum b. is requested to reconstitute the above b. District:, State
	Name of P	roposed Proprietor/Partner(s)	% Share Out
and n in this Petro take whats Petro I alon inden Corpo	othing materials affidavit shall leum Corporate suitable action soever against leum Corporate g with my heir nnify Indian Oil pration Ltd. (as	al has been concealed there from. If be found to be untrue or incorrect or tion Ltd. / Hindustan Petroleum Corp n as deemed fit including termina Indian Oil Corporation Ltd. / Bharat tion Ltd. (as applicable) for such actions, nominees, successors, executors, I Corporation Ltd. / Bharat Petroleum	assigns and administrators hereby also Corporation Ltd. / Hindustan Petroleum costs, losses, claims, damages, suits or
		Signature of Depo	onent {surviving Partner(s)/Legal Heir(s)} (Name in block letters)
Solen	nnly affirmed a	and declared before me. This	day of
	ture and Seal strate/Judge/N		

#### AFFIDAVIT / INDEMNITY BOND BY ELIGIBLE LEGAL HEIR(S) & SURVIVING PARTNERS OF DEALERSHIP

(Applicable only in case of reconstitution cases where there is no NOCs from Nominee(s)/Legal Heir(s) who are not eligible to become Dealer(s) - to be obtained at time of reconstitution)

Notarized Affidavit

	/ daughter / wife of e years residing at m and say as under;
That, I am the Partner of M/s	Hindustan Petroleum Corporation Ltd State along
Or	
That, I and Sri/Smt son / daugh  Age years residing at, who is the p  Retail Outlet dealersh  Petroleum Corporation Ltd. / Hindustan Petrole , District :, State  That, the percentage share out of all the partners in the all of Partnership no dated is as indice	are the Legal heirs of Sri/Smt. roprietor / partner of M/s ip of Indian Oil Corporation Ltd. / Bharat eum Corporation Ltd. located at e  bove stated RO dealership as per Deed
Name of Existing Partners	% Share Out
	70 0111110 0 0110
That, Sri/Smt, the propridealership expired / got totally incapacitated on  That, Sri/Smt who is also the Notincapacitated proprietor/partner Sri/Smt a dealer as per eligibility criteria / disqualification criteria in vogue.	ominee/Legal heir of deceased / totally
That, Sri/Smt is not tendering I	ner No-Objection towards reconstitution

become a dealer as per eligibility criteria / disqualificati Guidelines in vogue.	on criteria of RO Dealership Selection
That, in view of death / incapacitation resulting in tota and as Sri/Smt and as Sri/Smt become a dealer as per eligibility criteria / disqualificati Guidelines in vogue, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. is requested to reconstitute, District :, Sta out stated below, without waiting for No-Objection certification.	, is not eligible to on criteria of RO Dealership Selection Petroleum Corporation Ltd. / Hindustan e the above stated RO Dealership at
Name of Proposed Proprietor/Partner(s)	% Share Out
I hereby verify that what has been stated above is true a and nothing material has been concealed there from. If a in this affidavit shall be found to be untrue or incorrect or fa Petroleum Corporation Ltd. / Hindustan Petroleum Corporation as deemed fit including termination whatsoever against Indian Oil Corporation Ltd. / Bharat I Petroleum Corporation Ltd. (as applicable) for such action	any information/declaration given by me alse, Indian Oil Corporation Ltd. / Bharat oration Ltd would be within its rights to ion and that I would have no claim, Petroleum Corporation Ltd. / Hindustan
I along with my heirs, nominees, successors, executors, indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. (as applicable) from all acts, disputes, cany other risks arising out of reconstitution of the above s	Corporation Ltd. / Hindustan Petroleum costs, losses, claims, damages, suits or
Signature of Deponent (su	rviving Partner(s) / eligible Legal Heirs) (Name in block letters)
Solemnly affirmed and declared before me. This	day of
Signature and Seal of Magistrate/Judge/Notary public	

**ANNEXURE-K2** 

### (Applicable in case of reconstitution where copy of Dealership Agreement is not available - to be obtained at time of reconstitution)

#### **Notarized Affidavit**

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

That, M/s, at, District :	I, d	Age		years	/ wife residing	
approval no dated fl/we am/are the proprietor/ partners	Indian Oil Corporation Ltd. / Bl	harat Petroleum Corp	approved I	District : . Retail Out I. / Hindu	tlet dealersh ustan Petro	, ip of leum
in the above mentioned ive dealership as per the relieving approved constitution,	approval no da	ated	_, I/we am/a	are the pro	oprietor/ par	ution tners
That, as per copy of copy of income tax return for the period / sales tax registration no and/or sales tax returns for the period / RSL dated or (any other record / correspondence) I/we am/are the proprietor/ partners in the above mentioned RO dealership as per the following approved constitution;	no and/or sales or (any other red	e tax return for the period tax returns for the period cord / correspondence)	eriod I/we am/are	the propr	/ RSL c rietor/ partne	dated
Name of Existing Proprietor / Son / Daughter / wife of % Share Out Partner(s)		Son / Daughter / v	vife of	% 5	Share Out	

That, the Dealership Agreement of the above stated RO Dealership is not traceable.

In view of above, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd is requested to take cognizance of the above stated Primary / Secondary documents and execute a fresh Dealership Agreement as per the constitution stated hereinabove.

That, I hereby verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I along with my heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum

Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits o any other risks arising out of reconstitution of the above stated RO Dealership.
Signature of Deponent (claimant / prospective dealers (Name in block letters
Solemnly affirmed and declared before me. Thisday of
Signature and Seal of Magistrate/Judge/Notary public

#### AFFIDAVIT / INDEMNITY BOND BY PROCLAIMED LEGAL HEIRS OF PROPRIETOR / PARTNER(S)

## (Applicable in case where reconstitution have not been done due to non-availability / authenticity of legal heir(s) but is being operated by proclaimed legal heir(s)) Notarized Affidavit

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l, d		ghter / wife of years residing at s under;
	, at, en operating as a duly approved f harat Petroleum Corporation Ltd -	
That, as per Dealership Agreem approved proprietor/ partners of the	ent datede RO dealership as per shareholdin	the following are the g indicated below;
Name of Proprietor / Partner(s) as per Dealership Agreement	Son / Daughter / wife of	% Share Out
and since then I and Sri/Si Age _	expired / got totally inca mtson years residing at has been peac	/ daughter / wife of who are the
running the above stated Retail C	Outlet dealership as per sharehold prior approval from Indian Oil	ling indicated below since
Name of Proclaimed Legal Heirs operating the Dealership	Son / Daughter / wife of	% Share Out

I/we have requested Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd to take cognizance of the above and condone the mistake committed by me/us and reconstitute the above stated RO Dealership by inducting me/us as per the shareholding indicated above.

That, I/we further confirm to have gone through and fully understood various clauses of the dealership agreement and would fully comply by the same in future.

That, I/we undertake to take full responsibility of our actions in the past and verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation

Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I/we along with my/our heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO Dealership and for our actions in the past.

Signature of Deponent (claimant / prospective dealers)
(Name in block letters)

Solemnly affirmed and declared before me. This \_\_\_\_\_\_day of \_\_\_\_\_

Signature and Seal of Magistrate/Judge/Notary public

#### **AFFIDAVIT / INDEMNITY BOND BY REMAINING PARTNER(S)**

(Applicable in case where dealership is being operated by one or more partners after exit or prolonged absence of partner(s) from the dealership without approval of OMCs)

#### **Notarized Affidavit**

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l, d		ghter / wife of years residing at under;
That, M/s, has been state, has been state, has been stated in the component of the compon	, at, en operating as a duly approved l harat Petroleum Corporation Ltd -	District :, Retail Outlet dealership of I. / Hindustan Petroleum
That, as per Dealership Agreem approved partners of the RO deale	ent dated rship as per shareholding indicated	the following are the below;
Name of Partner(s) as per Dealership Agreement	Son / Daughter / wife of	% Share Out
Corporation Ltd. / Bharat Petroleur That, I/we have been peacefully dealership as per shareholding in	had exited the RO Deal, without obtaining any prior n Corporation Ltd. / Hindustan Petr and without dispute running the a dicated below since ation Ltd. / Bharat Petroleum Cor	oleum Corporation Ltd.  above stated Retail Outlet , without obtaining prior
Name of Partner(s) operating the Dealership	Son / Daughter / wife of	% Share Out

I/we have requested Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd to take cognizance of the above and condone the mistake committed by me/us and reconstitute the above stated RO Dealership by inducting me/us as per the shareholding indicated above.

That, I/we further confirm to have gone through and fully understood various clauses of the dealership agreement and would fully comply by the same in future.

That, I/we undertake to take full responsibility of our actions in the past and verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. /

Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I/we along with my/our heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO Dealership and for our actions in the past.

Signature of Deponent (claimant / prospective dealers)
(Name in block letters)

Solemnly affirmed and declared before me. This day of	
---	--

Signature and Seal of Magistrate/Judge/Notary public

#### AFFIDAVIT / INDEMNITY BOND BY PROPRIETOR / PARTNER(S)

## (Applicable in case where constitution is currently in line with approved set up and past deviations have been rectified) Notarized Affidavit

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l, c	Ag	e	ughter / _ years as under;	residing	of at
That, M/s, has been state, has been state. / But to be the corporation of t	Bharat Petroleum Cor	, y approved poration Lt	District:_ Retail Outl d. / Hindu	et dealershi stan Petrol	, ip of eum
That, as per Dealership Agreem approved proprietor/ partners of the	nent dated e RO dealership as pe	r sharehold	the foing indicated	ollowing are d below;	the
Name of Proprietor / Partner(s) as per Dealership Agreement	•	wife of	% 5	Share Out	
That, the constitution of the RO Dobtaining prior approval of the constitution of the firm to its last a	Corporation, however	subsequen	tly I/we ha	ve restored	the
I/wa haya raguastad Indian Oil Ca	rporation Ltd. / Pharat	Dotroloum (	Corporation	Ltd / Llindu	cton

I/we have requested Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd to take cognizance of the above and condone the mistake committed by me/us and allow rectification / restoration of the constitution of the above stated RO Dealership to its' earlier approved constitution (set-up) of the dealership.

That, I/we further confirm to have gone through and fully understood various clauses of the dealership agreement and would fully comply by the same in future.

That, I/we undertake to take full responsibility of our actions in the past and verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I/we along with my/our heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO Dealership and for our actions in the past.

	Signature of Deponent {Proprietor/Partner(s)} (Name in block letters)
Solemnly affirmed and declared before me. This _	day of
Signature and Seal of Magistrate/Judge/Notary public	

### (Applicable in case where proposed constitution requires recognition of induction of Partner(s) in the past without approval of OMC)

### Notarized Affidavit (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l,	A	.ge	years residing at
That, M/s, hat the state, hat the limits of the corporation Ltd Corporation Ltd. since	l. / Bharat Petroleum Co		
That, as per Dealership Aq approved proprietor/ partners			
Name of Proprietor / Partn as per Dealership Agreem	ner(s) Son / Daughter nent	/ wife of	% Share Out
That, without obtaining prior a Dealership was chang Sri/Smt years residing at	ged by me/us on son / daughter / wife of		by inducting Age
Name of partner(s) of current constitution	Son / Daughter / wife of	Within family Outside famil	

I/we request Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd to take cognizance of the above and condone the mistake committed by me/us and reconstitute the above stated RO Dealership as per the shareholding indicated above.

That, I/we further confirm to have gone through and fully understood various clauses of the dealership agreement and would fully comply by the same in future.

That, I/we undertake to take full responsibility of our actions in the past and verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I/we along with my/our heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO Dealership and for our actions in the past.

	Signature of	Deponent (claimant / pros (Name	spective dealers e in block letters
Solemnly affirmed and declared b	pefore me. This	day of	
Signature and Seal of Magistrate/Judge/Notary public			

## (Applicable in case of total change over in past where proposed constitution requires approval for induction of "family member(s)" or "blood relative" of approved signatory) Notarized Affidavit

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l,	son		ghter / years		
	do hereby solemnly affirm	and say as	s under;	residing	aı
That, M/s, has State, has Indian Oil Corporation Ltd. Corporation Ltd. since	/ Bharat Petroleum Corpor				
That, as per Dealership Agro approved proprietor/ partners o					the
Name of Proprietor / Partner as per Dealership Agreeme	Son / Daughter / wi	fe of	% SI	hare Out	
That, I being	re mentioned RO Dealership oproval of the Corporation, the	o, is his/he e constituti	er family m ion of the at	nember / bl	lood RO
Name of partner(s) of current constitution	Son / Daughter / wife of		% Share	Out	

I/we request Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd to take cognizance of the above and condone the mistake committed by me/us and reconstitute the above stated RO Dealership as per the shareholding indicated above.

That, I/we further confirm to have gone through and fully understood various clauses of the dealership agreement and would fully comply by the same in future.

That, I/we undertake to take full responsibility of our actions in the past and verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation

 ${\bf Ltd.}\ /\ {\bf Bharat\ Petroleum\ Corporation\ Ltd.}\ /\ {\bf Hindustan\ Petroleum\ Corporation\ Ltd.}\ (as\ applicable)$  for such action.

I/we along with my/our heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO Dealership and for our actions in the past.

Signature of Deponent (claimant / prospective dealers)
(Name in block letters)

Solemnly affirmed and declared before me. This	day of
--	--------

Signature and Seal of Magistrate/Judge/Notary public

### (Applicable in case of total change over in past where no signatory {including legal heir(s)/ family member(s)/blood relative(s)} is part of set up)

#### Notarized Affidavit

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

I,	Age		ghter / years s under;		ot at
That, M/s, has State, has Indian Oil Corporation Ltd. Corporation Ltd. since	/ Bharat Petroleum Corpora				
That, as per Dealership Agre approved proprietor/ partners o	eement dated of the RO dealership as per sha	areholdinç	the follog indicated	owing are below;	the
Name of Proprietor / Partner as per Dealership Agreeme	` '	e of	% Sh	nare Out	
That, without obtaining prior ap Dealership was changed by me	e/us on as per	the share	eholdings in	ndicated be	
Name of partner(s) of current constitution	Son / Daughter / wife of		% Share	Out	

I/we have requested Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd to take cognizance of the above and condone the mistake committed by me/us and reconstitute the above stated RO Dealership as per the shareholding indicated above.

That, I/we further confirm to have gone through and fully understood various clauses of the dealership agreement and would fully comply by the same in future.

That, I/we undertake to take full responsibility of our actions in the past and verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I/we a	along v	with	my/our	heirs,	nominees,	successors,	executors,	assigns	and a	administr	ators
hereby	y also i	inder	nnify In	dian Oi	l Corporation	on Ltd. / Bhara	at Petroleum	Corporat	tion Lt	d. / Hindi	ustan
Petrol	eum C	orpo	ration L	td. (as	applicable)	from all acts,	disputes, cos	sts, losse	s, clair	ms, dama	ages,
suits c	or any	other	risks a	rising o	ut of recon	stitution of the	e above state	ed RO De	alersh	nip and fo	or our
action	s in the	e pas	st.	•						•	

Signa	ature of Deponent (claimant / pros (Name	spective dealers) e in block letters)
Solemnly affirmed and declared before me. This	isday of	
Signature and Seal of Magistrate/Judge/Notary public		

### AFFIDAVIT / INDEMNITY BOND BY MEMBERS OF "FAMILY UNIT" AND MARRIED CHILDREN OF TOTALLY INCAPACITATED DEALER(S).

(Applicable only in case of reconstitution cases where there is no nominee(s) and totally incapacitated Dealer(s) is not in a position to give consent due to physical condition - to be obtained at time of reconstitution)

#### **Notarized Affidavit**

#### (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

do hereby solem	Age	thter / wife of years residing at under;
That, Sri/Smt is the proprieto Indian Oil Corporation Ltd. / Bharat Petroleu	Age r / partner of the Re	years residing at etail Outlet Dealership of
Corporation Ltd. at the location *along with Sri/Smt daughter / wife of	, District	: , State
* That, as per Dealership Agreement dated approved proprietor/ partners of the RO dealership		the following are the
Name of Proprietor / Partner(s) Son / Dau as per Dealership Agreement	ughter / wife of	% Share Out
That, Sri/Smt, who is the dealership got totally incapacitated on, not in a position to give his/her consent in respect dealership, owing to his/her physical condition.	due to	and is
That, I being the of Sri/Smt his / her "Family Unit".	·	is a member of
That, in view of death / incapacitation resulting and as he / she are spect of reconstitution of his/her above stated RO Indian Oil Corporation Ltd. / Bharat Petroleu Corporation Ltd. is requested to reconstitu , District :	e is not in a position  O dealership, due to h  m Corporation Ltd.  te the above sta	to give his/her consent in his/ her physical condition, / Hindustan Petroleum hted RO dealership at

out stated below,

Name of Proposed Proprietor/Partner(s)	% Share Out

I hereby verify that what has been stated above is true and correct to the best of my knowledge and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.

I along with my heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO dealership.

Signature of Deponent (Member of f	amily unit / Married children) (Name in block letters
Solemnly affirmed and declared before me. Thisday	of
Signature and Seal of	

Magistrate/Judge/Notary public

## (Applicable only in case of reconstitution cases where Legal Heir(s) have applied for Succession Certificate but have not been able to obtain it due to pending court proceedings - to be obtained at time of reconstitution)

### Notarized Affidavit (TO BE TYPED ON APPROPRIATE NON-JUDICIAL STAMP PAPER OF REQUIRED VALUE)

l,	son	/ dau	ighter /	wife	of
do	hereby solemnly affir	m and say a	years as under;	residing	aı
That, Sri/Smt is	Ag	e	years	residing	at
Oil Corporation Ltd. / Bharat Petrole at location with Sri/Smt	um Corporation Ltd. , , District :	/ Hindustan , State , son	Petroleum ( 	Corporation L <i>*al</i> d	_td. ong of
* That, as per Dealership Agreem approved proprietor/ partners of the	ent dated RO dealership as pe	r shareholdiı	the fo	llowing are I below;	the
Name of Proprietor / Partner(s) as per Dealership Agreement	Son / Daughter /	wife of	% S	hare Out	
That, Sri/Smt Dealership expired / got totally incap	, the proprie	tor / partne	r of the ab	ove stated	RO
That, I and Sri/Smt Age _ Legal heir(s) of deceased / totally indian Oil Corporation Ltd. / Bhaccorporation Ltd. / Bhaccorporation Ltd. at location	years residing capacitated proprietorarat Petroleum Corp	at r / partner of poration Ltc	Retail Outle d. / Hindus	are et Dealership stan Petrole	the o of um
That, vide application no petition to the Hon'ble Court at incapacitated proprietor / partner Sri Certificate. However, due to pendin could not be issued till date. Further, take some more time.	/Smt ng proceedings by th	e Hon'ble c	, by issuin ourt, succes	ig a Success ssion certific	ion ate
That, in view of death / incapacitat and more time to issue a succession ce totally incapacitated proprietor / par Ltd. / Bharat Petroleum Corporation	as it is expected that ertificate to the effect	the compete that I am the	ent authority e Legal Hei	will take so r of decease	me ed /

recognize me as the Legal heir of deceased / totally inc, and reconstitute the above RO	
District :, State as pe	er the share out stated below;
Name of Proposed Proprietor/Partner(s)	% Share Out
I hereby verify that what has been stated above is true a and nothing material has been concealed there from. If a in this affidavit shall be found to be untrue or incorrect or for Petroleum Corporation Ltd. / Hindustan Petroleum Corporation as deemed fit including terminat whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. (as applicable) for such action	any information/declaration given by me alse, Indian Oil Corporation Ltd. / Bharat oration Ltd would be within its rights to ion and that I would have no claim, Petroleum Corporation Ltd. / Hindustan
I along with my heirs, nominees, successors, executors, indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. (as applicable) from all acts, disputes, of any other risks arising out of reconstitution of the above seems of the second control of	Corporation Ltd. / Hindustan Petroleum costs, losses, claims, damages, suits or
Signature of Depon	ent {Legal heir of Proprietor/Partner(s)} (Name in block letters)
Solemnly affirmed and declared before me. This	day of
Signature and Seal of Magistrate/Judge/Notary public	

#### AFFIDAVIT / INDEMNITY BOND BY OUTGOING PROPRIETOR/PARTNER(S) LIVING OUTSIDE COUNTRY

(Applicable only in case of reconstitution cases where outgoing partner living outside country cannot attend meeting of existing/incoming proprietor/partner(s) at Divisional/Territory/Regional Office - to be obtained at time of reconstitution)

Affidavit

l,		ghter / wife of years resident of
	currently residing at	
That, I *along with Sri/Smt.	, son Age am/are the proprietor / partners of I	n / daughter / wife of years residing at Retail Outlet Dealership of
Indian Oil Corporation Ltd. / E	Bharat Petroleum Corporation Ltd	. / Hindustan Petroleum
* That, as per Dealership Agree approved proprietor/ partners of th	ement dated ne RO dealership as per shareholdin	the following are the ng indicated below;
Name of existing Proprietor / Partner(s) as per Dealership Agreement	Son / Daughter / wife of	% Share Out
I am unable to Dealership and therefore want to I	temporary residency status of continue as proprietor / partner resign from the dealership.  dated, an applicationed RO Dealership as indicated be	of the above stated RO ation have been submitted
	Son / Daughter / wife of	
Office in-charge of Indian Oil Cor	dated, the D poration Ltd. / Bharat Petroleum Co advised me to attend the mee on	orporation Ltd. / Hindustan
That, due to	, I will not be to attend the above sta	ated meeting.

That, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. is requested to approve the reconstitution proposal submitted vide docket no.

and reconstitute the above RO dealership at, Distric, State as per the share out stated below;		
Nome of Drop and Drop victor/Down or/a)	0/ Chara Out	
Name of Proposed Proprietor/Partner(s)	% Share Out	
I hereby verify that what has been stated above is true a		
and nothing material has been concealed there from. If any information/declaration given by me in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd would be within its rights to take suitable action as deemed fit including termination and that I would have no claim, whatsoever against Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) for such action.		
I along with my heirs, nominees, successors, executors, assigns and administrators hereby also indemnify Indian Oil Corporation Ltd. / Bharat Petroleum Corporation Ltd. / Hindustan Petroleum Corporation Ltd. (as applicable) from all acts, disputes, costs, losses, claims, damages, suits or any other risks arising out of reconstitution of the above stated RO dealership.		
Signature of Deponent	(Proprietor/Partner living outside India) (Name in block letters)	
Solemnly affirmed and declared before me. This	day of	
Signature and Seal of Authorized personnel of Indian Consulate at		

# (Applicable only in case of reconstitution cases where outgoing partner living outside country cannot attend meeting of existing/incoming proprietor/partner(s) at Divisional/Territory/Regional Office - to be obtained at time of reconstitution) Affidavit

l,	Age	ghter / wife o years resident o
c solemnly affirm and say as under;	urrently residing at	do hereby
That, Sri/Smt	, son / da Age years residing at	aughter / wife o
is the sole Proprietor / Partner of M of Indian Oil Corporation Ltd. / Corporation Ltd. located at _	l/s Bharat Petroleum Corporation Ltd , District :	Retail Outlet dealership d. / Hindustan Petroleum :, State
wife of	Age	years residing a
approved proprietor/ partners of the Name of existing Proprietor /	ment dated le RO dealership as per shareholdin Son / Daughter / wife of	ng indicated below;
Partner(s) as per Dealership Agreement		
That, Sri/Smt since	is currently a temporary 	/ permanent resident o
he/she is unabl	temporary residency status of _ e to continue as proprietor / partne osed to resign from the dealership.	er of the above stated RC
That, vide docket no for reconstituting the above mentic	dated, an application and RO Dealership as indicated be	ation have been submitted low;
Name of proposed Proprietor / Partner(s)	Son / Daughter / wife of	% Share Out

		has informed that he/she will
not be able to attend the	ot be able to attend the above stated meeting.	
Corporation Ltd. is rec	quested to approve the reconstitu	Corporation Ltd. / Hindustan Petroleum tion proposal submitted vide docket no. p at, District : are out stated below;
Name of Prop	posed Proprietor/Partner(s)	% Share Out
and nothing material h in this affidavit shall be Petroleum Corporation take suitable action a whatsoever against Inc Petroleum Corporation I along with my heirs, r indemnify Indian Oil Co Corporation Ltd. (as ap	as been concealed there from. If a found to be untrue or incorrect or found to be untrue or incorrect or found to be untrue or incorrect or found to him a few parts of the found that is a few parts of the few p	assigns and administrators hereby also Corporation Ltd. / Hindustan Petroleum costs, losses, claims, damages, suits or
	Signature of De	ponent {Incoming Proprietor/Partner(s)} (Name in block letters)
Solemnly affirmed and Signature and Seal of Magistrate/Judge/Nota	declared before me. This	,