

**APPENDIX-1  
PROFORMA a1**

**Residential/Domicile Certificate for candidates residing in the State of  
West Bengal continuously for at least the last ten (10) years as of  
31.12.2024**

Certified that \_\_\_\_\_

Son/ daughter of \_\_\_\_\_ is a

resident/permanent resident of West Bengal at Village/House No. \_\_\_\_\_

Street \_\_\_\_\_ Post Office \_\_\_\_\_ Police Station \_\_\_\_\_

In the District \_\_\_\_\_ under \_\_\_\_\_ Assembly

Constituency and has been living in the State of West Bengal continuously/ uninterruptedly  
at least for the last ten (10) years as of 31-12-2024.

Paste a 4 cmx3 cm size recent colour  
photograph of the candidate in this  
box. The photo must be attested by  
the certifying authority.

Candidate's signature

(Candidate's Photograph)

Candidate must sign here in front of the certifying  
authority.

Signature of Certifying Authority \_\_\_\_\_

Full Name of Certifying Authority (Block letters) \_\_\_\_\_

Designation with Official Seal \_\_\_\_\_

Office Address \_\_\_\_\_

Office Phone No. \_\_\_\_\_ Mobile No: \_\_\_\_\_ (optional)

ID No: \_\_\_\_\_ (optional)

*Note: Photographs are to be attested by the certifying authority. The Certifying Authority may  
preserve a duplicate copy of this Certificate as a record.*

## APPENDIX-2 PROFORMA-a2

### Residential/Domicile Certificate for candidates residing in the State of West Bengal continuously for at least the last ten (10) years as of 31.12.2024

Certified that \_\_\_\_\_ son/daughter of \_\_\_\_\_ has passed the '10+2' Examination in theyear \_\_\_\_\_/ will appear in the Final '10+2' Examination in 2025 from this Institution.

It is also certified that the student is a resident/permanent resident of West Bengal at Village/House No. \_\_\_\_\_ Street \_\_\_\_\_ Post Office \_\_\_\_\_ Police Station \_\_\_\_\_ in the district of \_\_\_\_\_ under \_\_\_\_\_ Assembly Constituency and has been living and studying in the State of West Bengal continuously / uninterruptedly, at least for the last ten (10) years as of 31-12-2024.

Paste a 4 cmx3 cm size recent  
colour photograph of the  
candidate in this box. The  
photo must be attested by the  
certifying authority.

Candidate's signature

Candidate must sign here in front of the certifying  
authority.

(Candidate's Photograph)

Signature of Certifying Authority \_\_\_\_\_

Full Name of Certifying Authority (Block Letter) \_\_\_\_\_

Designation with Official Seal

Office Address: \_\_\_\_\_

Office Phone No. \_\_\_\_\_ Mobile No: (optional): \_\_\_\_\_

ID No: (optional): \_\_\_\_\_

*Note: Photographs are to be attested by the certifying authority. The Certifying Authority may preserve a duplicate copy of this Certificate as a record.*

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**Residential/Domicile Certificate for candidates not residing in the State of West Bengal but whose parent(s) is (are) permanent resident(s) of West Bengal having their permanent home address within West Bengal**

Certified that

\_\_\_\_\_

Father/mother of

\_\_\_\_\_ (the

applicant) is a permanent Resident of West Bengal at

Village/House No. /Street

\_\_\_\_\_ Post Office \_\_\_\_\_ Police Station

\_\_\_\_\_

In the District of \_\_\_\_\_

Under \_\_\_\_\_ Assembly Constituency

Paste a 4 cmx3 cm size recent colour photograph of the candidate in this box. The photo must be attested by the certifying authority.

Paste a 4 cmx3 cm size recent colour photograph of the father/ mother of the candidate in this box. The photo must be attested by the certifying authority.

Signature of Certifying Authority

\_\_\_\_\_ Full Name of

Certifying Authority (Block Letter)

\_\_\_\_\_

Designation with Official Seal

\_\_\_\_\_ Office

Address

\_\_\_\_\_ Office

Phone No. \_\_\_\_\_ Mobile

No: \_\_\_\_\_ (optional) ID

No: \_\_\_\_\_

\_\_\_\_\_ (optional)

*Note: Photographs are to be attested by the certifying authority. The Certifying Authority may preserve a duplicate copy of this Certificate as a record.*