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**Format for application to the Authority (on company letter head)**

**To,**

The Division Head,

Division of Finance Company Regulations

International Financial Services Centres Authority,

2nd and 3rd Floor, Savvy Pragya,

Gujarat International Finance Tec-City,

Gandhinagar, Gujarat – 382 355

Dear Sir / Madam,

**Application for approval under rule 21B of the SEZ Rules, 2006, to either utilise manpower or office space or both (as the case may be) of (Name of Existing Finance Company/Unit i.e. Applicant entity) with (Name of proposed Finance Company/Unit)**

Reference is drawn to the circular dated April 18, 2023. (Name of the registered aircraft leasing entity) is a registered Finance Company/Unit bearing registration number (mention the registration number of the entity), operating in IFSC since (mention the date of registration of the entity). We make this application seeking permission to share our office space and/or manpower with (name of the proposed group entity in IFSC), which is proposed to be (relationship of the group entity with the IFSC entity) of (name of the applicant entity) in accordance with Rule 21B of the SEZ Rules, 2006 and the aforementioned circular.

1. We solemnly declare that to the best of our knowledge and belief, the information furnished in this application is true and statements enclosed are correct, complete and true. We are aware that if any of the information furnished herein is found to be incorrect/incomplete/untrue, this application is liable to be rejected and the approval herein if granted, is liable to be cancelled.

Yours Faithfully,

(Signature of the Authorized Official)

Name:

Company Name:

**Application form for sharing of office space and/or manpower:**

|  |  |  |
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| **Sr. No.** | **Particulars** | **Response** |
| **A** | **Details regarding the applicant entity** | |
| 1 | Name of the applicant entity. |  |
|  | Registration details with IFSCA (Date and Registration Number) |  |
| 2.(i) | Office Address in IFSC |  |
| 2.(ii) | Is the above office space, intended to be shared with the proposed entity. | **Yes/No** |
| 3 | Details of primary contact person of the applicant entity (name, email and contact number) |  |
| 4 | Details of the manpower to be shared (Name and designation in the applicant entity and the role in the proposed entity) |  |
| 5 | A declaration regarding the date of commencement of business as per the Certificate of Registration. If not yet commenced, proposed date of commencement of business. |  |
| **B** | **Details regarding the proposed entity sharing the office space and/or manpower of the applicant entity.** | |
| 1 | Name of the proposed entity |  |
| 2 | Proposed relationship with the applicant entity, along with Board Resolution as sought in point 3 (iii) of the circular. (To be within the scope of ‘Group Entities’, as defined in the circular) |  |
| 3 | Type of permissible activity as per ‘Framework of Aircraft Lease’, proposed to be undertaken by the entity along with declaration as sought in point 3 (iv) of the circular. |  |
| **C** | **Other Details:** | |
| 1 | New Group structure of the applicant entity (post incorporation of the proposed entity), along with the details of the shareholding at each level. |  |
| 2 | Copy of proof of payment of one-time fee (SWIFT MT 103 or UTR No.) as per point 3 (vi) of the circular. |  |
| 3 | A Declaration by the applicant entity stating that the proposed entity shall be incorporated and its application for registration as an aircraft lessor shall be received by the Authority within a period of six months from the date of receipt of approval for sharing of the office space and/or manpower by the entities. |  |
|  | **Signature of the Authorised representative of the Applicant entity:** |  |
|  | **Name:** |  |
|  | **Designation:** |  |
|  | **Seal/Stamp:** |  |
|  | **Date and Place:** |  |