

Annexure - A

APPLICATION FOR ESTABLISHMENT & OPERATION OF "YATRI TICKET SUVIDHA
KENDRA" (YTSK) AT ALL THE STATION's OVER WALTAIR DIVISION

To,
The Sr. Divisional Commercial Manager,
East Coast Railway,
Waltair Division.

Recent
Photograph of
the applicant
with self
attested

1	Name of Applicant (IN BLOCK LETTER)	
2	Father's /Husband 's Name	
3	Gender (Male/Female)	
4	Date of Birth	
5	Age as on 01.01.2024	
6	Education qualification	
7	Serving Station opted to work as YTSK	
8	Residential Address : (As in Aadhaar Card)	
9	Business Address : (Ownership/Rental Agreement to be enclosed)	
10	Business Address :(Ownership/Lease)	Ownership <input type="checkbox"/> Lease <input type="checkbox"/>
11	Supporting documents for Business Address (Electricity Bill, Municipality Tax chalan etc. Address in business address should match with bill/challan)	
12	Phone Number	
13	Email address (in BLOCK LETTERS)	
14	PAN Number	

15	IT returns for the last three FY of 2020-21, 2021-22 & 2022-23 (i.e. assessment years of 2021-22, 2022-23 & 2023-24)	Submitted YES <input type="checkbox"/> NO <input type="checkbox"/>
16	Permanent GSTIN Certificate Number	
17	Details of Railway ticketing agent / licensee (JTBS, STBA, RTSA, IRCTC or existing YTSK licensee)	
18	Years of Experience as authorized Railway Ticketing Agent.	
19	Whether ever blacklisted/debarred by Railways/IRCTC	YES <input type="checkbox"/> NO <input type="checkbox"/>
20	BSNL channel connectivity Certificate/Affidavit as prescribed in notification	Submitted YES <input type="checkbox"/> NO <input type="checkbox"/>
21	Recent Police clearance certificate	Submitted YES <input type="checkbox"/> NO <input type="checkbox"/>
22	Application fee paid details (DD details for Rs 2360/-)	
23	Total number of enclosures	

Declaration:

I undertake that in event of any information given above, being found to be false or inaccurate in any respect, the license issued shall be liable to be cancelled.

I shall abide by all the terms and conditions as notified and such conditions as may be prescribed from time to time.

All terms and conditions of standard agreement, circulars / letters on this scheme as and when given by Railway Board will be binding on me.

Date:

Place:

Signature of the Applicant

CHECKLIST

DOCUMENTS SUBMITTED FOR APPLICATION OF "YATRI TICKET SUVIDHA KENDRA" (YTSK) AT ALL THE STATION's OVER WALTAIR DIVISION

Sl No	Particulars	Submitted Yes / No	
1	Copy of Aadhar Card (For verification of Name, Father/Husband name, Gender, Date of birth, residential address)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2	Business address proof (For business address Ownership/Rental Agreement to be enclosed)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
3	Supporting documents for Business Address (Electricity Bill, Municipality Tax challan etc. Address in business address should match with bill/challan)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
4	Copy of PAN card	YES <input type="checkbox"/>	NO <input type="checkbox"/>
5	IT returns for the last three FY of 2020-21, 2021-22 & 2022-23 (ie assessment years of 2021-22, 2022-23 & 2023-24)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
6	Permanent GSTIN Certificate Copy	YES <input type="checkbox"/>	NO <input type="checkbox"/>
7	Minimum two years experience proof as Railway ticketing agent (Copy of LOA / agreement of JTBS,STBA,RTSA, IRCTC or existing YTSK licensee)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
8	BSNL channel connectivity Certificate/Affidavit as prescribed	YES <input type="checkbox"/>	NO <input type="checkbox"/>
9	Recent Police clearance certificate	YES <input type="checkbox"/>	NO <input type="checkbox"/>
10	Education qualification certificates	YES <input type="checkbox"/>	NO <input type="checkbox"/>
11	Application fee paid with GST	YES <input type="checkbox"/>	NO <input type="checkbox"/>