

**INSTRUCTIONS FOR FILLING THE FORM FOR NEW TELEPHONE CONNECTION**

1. The form may be filled in Capital letters only.
2. In the absence of PAN/GIR number, declaration in form 60/61 may be furnished in the enclosed proforma.
3. A rebate is admissible on installation charges, if the telephone instrument and / or internal wiring is arranged by the subscriber
4. In case of sole proprietary concern, proprietor may sign himself and affix rubber stamp.
5. In case of partnership concern, all partners or any one of the partners duly authorised or Person with the power of Attorney may sign. In case of Company, signature should be of a person on behalf of a Company, in accordance with the provisions of its Articles of Association. In case of Partnership concerns, copy of (i) Power of Attorney for authorization & (ii) partnership deed, and in case of Limited Company, a copy of the Articles of Association, may be attached.
6. In case of Governments Departments, authorised person may sign and affix rubber stamp.
7. Relevant Documents should be duly attested by Central / State Government Officers in respect of Concessional Groups and Special Categories indicated below.
8. For ISDN Connections, the customer is required to fill up a separate form.
9. If at any stage information furnished is found false – Telecom Service / Telephone provided is liable to be disconnected immediately without any notice.
10. Categories Code:

N-OYT-Gen <input style="width: 30px;" type="text" value="01"/>	N-OYT-Spl <input style="width: 30px;" type="text" value="02"/>	N-OYT-SS <input style="width: 30px;" type="text" value="03"/>	N-OYT-SWS <input style="width: 30px;" type="text" value="04"/>
N-OYT-G-SE-DOT <input style="width: 30px;" type="text" value="05"/>	OYT-Gen <input style="width: 30px;" type="text" value="06"/>	OYT-Spl <input style="width: 30px;" type="text" value="07"/>	TATKAL <input style="width: 30px;" type="text" value="08"/>
Others <input style="width: 30px;" type="text" value="09"/>			

11. Concessional Group Code:

Freedom Fighters <input style="width: 30px;" type="text" value="01"/>	Gallantry Award Winners/ Awardees of President's Police Medal for Gallantry. <input style="width: 30px;" type="text" value="02"/>	War Widows <input style="width: 30px;" type="text" value="03"/>
Disabled Soldiers <input style="width: 30px;" type="text" value="04"/>	Blind <input style="width: 30px;" type="text" value="05"/>	Senior Citizens <input style="width: 30px;" type="text" value="06"/>
Retired DoT Employees <input style="width: 30px;" type="text" value="07"/>	Serving DoT Employees <input style="width: 30px;" type="text" value="08"/>	Recognised Educational Institutions <input style="width: 30px;" type="text" value="09"/>
Orphanages <input style="width: 30px;" type="text" value="10"/>	Others* <input style="width: 30px;" type="text" value="11"/>	

\* Homes for aged, infirm, spastics, handicapped, deaf-dumb-mute persons / voluntary organisations for tribal welfare and other like institutions recognised by government.

12. Applicable registration fee for various categories is as under:

Telephone Categories	Registration fee subject to Revision as per BSNL Rules	
	Urban Area	Rural Area
N-OYT-General/Special/SS	Rs.2000/-	Rs.500/-
N.OYT-G-SE-DoT/SWS	Nil	Nil
OYT-General/Special	Rs.15000/-	Rs.10000/- & Rs.8000/-
TATKAL	Rs.30000/-	Rs.30000/-

### 13.Description of Categories, entitlement and documents required.

Category	Entitled Persons / Organisations	Documents to be attached (duly attested by Central / State Govt. Gazetted Officers)
N-OYT-Special	Doctors	Recognised Degree/Diploma, Registration Certificate
	Press	Accreditation Certificate from PIB
	Advocates & Judicial Officers	Regn. By Bar Council [for advocates]
	Eminent Persons	Proof of recognition at State / National level in any field
	Senior Citizens (aged 65+)	Proof of age
	Gallantry Award Winners	Copy of Award Letter
	War Widows / Disable Soldiers	Documentary Evidence, Copy of PPO [for War Widows]
	Blind Persons	Visually Blind Certificate from CMO
	News Papers	Registration with the Registrar of News Paper
	Small Scale Industries	SSI Registration Certificate
	Other Eligible Categories	Documentary Proof
N-OYT-SWS	Freedom Fighters / Swatantra Senani	Copy of PPO & I-Card
N-OYT-SS	MPs / MLAs/ Municipal Counselors/ presidents, Vice-Presidents, Chairman of Standing Committees of Distt., Block and GramPanchayats and Members of Zila Parishads Foreign Missions and Embassies / UN Organisations Distinguished Persons/ *Retired Govt. Officers, Staff & Officers of courts/Retired DoT Employees**	*Subject to Fulfillment of pay conditions and submission of documentary proof ** Service Certificate, Service Book Entry Proof
N-OYT-G-SE-DoT	Serving DoT Employees	Service Certificate, Service Book Entry Proof
OYT-Special	Retd. Officers of PSUs, Statutory Bodies and Foreign Exchange Earners / NRIs	