

# AFFIDAVIT-1

## (For creation of New Password/Forgotten Password)

I/we, <Name>, Chairperson/ Secretary, <Name of the Trust/ Society/ Company>, son/ daughter of ....., aged....., resident of ....., do hereby solemnly affirm and declare as under:

1. That I/we have applied for creation of new password for our institution <name and address of institution> vide application dated .....
2. That I/we shall abide by all the terms and conditions as laid down in the Approval Process Handbook 2024-27;
3. That I/we have forgotten/ misplaced the password for our <user ID>;
4. That I/we am/are authorized to submit the present request and there is no misrepresentation;
5. That I/we have made an online payment of ₹5500/- vide Transaction ID..... date.....;
6. That the new login credentials are to be sent to <Name of the Person>, <Address>, <Landline No>, <Mobile No>, <email id>; and
7. That the facts stated in this affidavit are true to my/our knowledge. No part of the same is false and no material facts have been concealed therefrom.

Name of the authorized person(s) executing the undertaking along with his/ her Official Position)

(SEAL)  
DEPONENT(s)

### VERIFICATION

I/we, the above named deponent(s) do hereby verify that the facts stated in the above affidavit are true to my/our knowledge. No part of the same is false and no material facts have been concealed therefrom.

Verified at <Name of the place> on this the <date>.

(Name, Designation and Address of the Executants)

(SEAL)  
DEPONENT(s)

Solemnly affirmed and signed before me by the deponent(s) on this- day of – month, year ... at my office. (Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

NOTE:

Institute shall download portal generated common affidavit as per application. The same should be printed on Non-Judicial Stamp Paper/ E-Stamp Paper of ₹100/- and upload over portal after duly Sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.