

# MAHANAGAR TELEPHONE NIGAM LIMITED, DELHI

## Application for IN Services

*For Office Use Only*

**Free of Cost**

Application No. **IN**

Date of issue \_\_\_\_\_

C.A. NO. \_\_\_\_\_

Telephone Exchange \_\_\_\_\_

*Note:* Please read instructions before filling application form

1. Name of Applicant

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(Surname - First Name - Second Name)

Please leave one column blank between Surname, First Name and Second Name

2. Name of father/husband/guardian

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(Surname - First Name - Second Name)

Please leave one column blank between Surname, First Name and Second Name

3. Purpose of use

1. Residential ---- 2. Business ---- 3. Government ----

4. Status of applicant\_\_\_\_\_

( Govt / PSU / Pvt / Individual)

5. Payment particulars Amount Rs.\_\_\_\_\_ Mode of payment (Pay Order/DD)\_\_\_\_\_

6. Pay Order/DD No.----- Dated -----

(Date- Month- Year)

Bank & Branch\_\_\_\_\_

7. Address for correspondence

-----

House/Flat no. Floor No. Building/Apartment Plot No.

-----

Street/Road/Lane Locality/Village/District

-----

City PIN

8. Contact Telephone Number (if any) -----

Contact Fax Number (if any) -----

Nearest Telephone No. -----

E-mail -----

9. Is there any telephone working in the name of the applicant anywhere in the country (Yes/No)

If Yes

Telephone Number -----

Address \_\_\_\_\_

10. Billing address:

-----

House/Flat no. Floor No. Building/Apartment Plot No.

-----

Street/Road/Lane Locality/Village/District

-----

City PIN

11. If the applicant is a Partnership Firm or Hindu Undivided Family (HUF), please furnish the following

Name of the Karta of HUF \_\_\_\_\_

Name in full of members of HUF/Partnership Firm Father's Name Relation to Karta

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. Nominee

Name \_\_\_\_\_

Address \_\_\_\_\_

Relation to applicant \_\_\_\_\_

**FACILITIES REQUIRED ON**

**FREE PHONE SERVICE (FPH)/PREMIUM RATE SERVICE (PRM)**

13. EXISTING NUMBER & ADDRESS ON WHICH FPH/PRM Telephone No.

IS REQUIRED (In case on which FPH, charging will also be done on this number)

Address on which **IN** Service is required

-----

House/Flat no. Floor No. Building/Apartment Plot No.

-----

Street/Road/Lane Locality/Village/District

-----

City PIN

14. TIME DEPENDENT ROUTING INFORMATION (Please attach a separate sheet if required)

(Applicable for 07 days a week)

Phone No	Address	Time Slot
(i)		From -----hrs. TO -----hrs.
(ii)		From -----hrs. TO -----hrs.

15. ORIGIN DEPENDENT ROUTING INFORMATION (Please attach a separate sheet if required)

Phone No.	Address
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- (i)
- (ii)
- (iii)
- (iv)

16. CALL FORWARDING INFORMATION

Phone No.	Address	Condition
(i)		<u>Busy</u>
(ii)		<u>No Reply</u>

OTHER DETAILS

17. ADDITIONAL DETAIL BILLS WHETHER REQUIRED

YES ----- NO -----

18. PERIOD OF HIRE ( Minimum period of time is 03 months)

I/We agree to abide by the provision of Indian Telegraph Rules in force and as also such amendments as may be made from time to time to these rules, in so far as they relate to this **IN** connection now or at a later date.

I further confirm that all the telephone numbers are given in the form above for FPH/PRM service belong to me/us. Any dispute arising out to these numbers, responsibility shall rest on me/us.

Date: (Signature) \_\_\_\_\_

Place: (Name in Block letters) \_\_\_\_\_

Stamp \_\_\_\_\_

**SPECIMEN SIGNATURES SHEET**

APPLICATION FORM NO. \_\_\_\_\_ **SPECIMEN SIGNATURE-1**

Regn. No. \_\_\_\_\_ Date \_\_\_\_\_

Name of the Applicant (In Block Capital Letters)

\_\_\_\_\_ (Stamp)

APPLICATION FORM NO. \_\_\_\_\_ **SPECIMEN SIGNATURE-1**

Regn. No. \_\_\_\_\_ Date \_\_\_\_\_

Name of the Applicant (In Block Capital Letters)

\_\_\_\_\_ (Stamp)

APPLICATION FORM NO. \_\_\_\_\_ **SPECIMEN SIGNATURE-1**

Regn. No. \_\_\_\_\_ Date \_\_\_\_\_

Name of the Applicant (In Block Capital Letters)

\_\_\_\_\_ (Stamp)

[Click here for tariff](#)

**Documents Required:**

1. Memorandum Articles of Company
2. Attested copy of PAN
3. Attested copy of Address proofs/Last telephone bill paid copy
4. Purpose for hiring
5. Authorization letter in favor of authorized signatory
6. Undertaking on the letterhead of the company (“We undertake to pay all local and STD/ISD call charges received on the Toll Free Number to be allotted to us”)

**Instructions:**

1. Monthly Rent for FPH 2800/-+Incoing call charges (Less 30% Rebate)
2. Rebate may change as per MTNL Policy.
3. Security Amount will be Interest free
4. Payment to be made through DD only in favor of MTNL Delhi
5. Minimum hiring period of toll free phone is three months. Advance rent for three months will be forfeited if surrender before three months.