

**FORM NO. 3CF**

[See rule 6]

**Application form from scientific and industrial research organisations for approval under section 35 of the Income-tax Act**

1. (i) Name and registered address of the organisation  
(ii) In case of renewal of approval under section 35, give details of earlier approval
2. (i) Address of the Research Laboratory (indicate the year of establishment)  
(ii) Name and address of the Officer-in-charge of the Laboratory
3. Legal status of the organisation, whether Registered Society/Company/ others. Please enclose a copy of certificate of registration.
4. (i) Sources of income of the organisation (for the last 3 years)  
(ii) Indicate assessment particulars if any (permanent account number/ GIR number), name of the Ward/Circle  
(iii) Last assessed and returned income
5. Details of current receipts of expenditure incurred on research and development during the last three years

<i>Year</i>	<i>Donations</i>	<i>Grants</i>	<i>Research &amp; Development Expenditure</i>

6. Investment made so far
  - (i) Fixed deposits with banks
  - (ii) Fixed deposits with Companies
  - (iii) Securities
  - (iv) In Shares, Debentures
  - (v) Cash in hand
  - (vi) Others, if any not covered above
7. Whether accounts of the organisation are audited (enclose an audited statement of accounts of the organisation for the relevant year)
8. Research subjects and projects undertaken by the organisation (enclose details)
9. Facilities available for research
  - (i) Land/building
  - (ii) Equipment (indicating items of value) (enclose details)
10. Research achievements during the last three years (enclose details)
11. Enclose details of Seminars, Conferences, Workshops, Training Courses, etc., conducted during the year
12. Enclose details of future programme of the research, indicating the financial implications

Certified that the above information is true and to the best of my knowledge and belief.

Place \_\_\_\_\_

Date \_\_\_\_\_

*Signature*

*Designation*

*Full Address*

**Notes:**

1. For availing of exemption under section 35 the sole object of the organisation should be to undertake scientific research.

2. The organisation which has been approved under section 35(1)(ii) and 35(1)(iii) will maintain a separate account of the sums received by it for scientific research and will submit to the Central Government each year a copy of the audited annual return showing the total income and expenditure and balance sheet showing its assets and liabilities. The auditors should certify that the amounts incurred are for scientific research. If the organisation is to avail of exemption under section 10(21) of the Income-tax Act, the Annexure to this form should also be filled in and the conditions therein should be satisfied.
3. This application form (in triplicate) should be sent to the Central Board of Direct Taxes through the Commissioner of Income-tax having the jurisdiction over the applicant.
4. The applicant is also required to furnish any other particulars or details required by the Central Government.

*ANNEXURE*

**APPLICABLE FOR SCIENTIFIC RESEARCH ASSOCIATIONS APPROVED UNDER SECTION 35(1)(ii), CLAIMING EXEMPTION UNDER SECTION 10(21) FOR THE YEAR**

1. Total income of the association including voluntary contributions for the relevant year
2. Amount of income referred to above that has been or deemed to have been utilised for wholly and exclusively for the objects of the association
3. Amount accumulated for the purpose mentioned in Col. (2) above
4. (i) Details of modes in which the funds of the association are invested or deposited showing nature, value and income from the investment.  
(ii) Details of funds not invested in modes specified in section 11(5)

<i>Sl. No.</i>	<i>Name and Address of the concern</i>	<i>In case of a company number and class of shares held</i>	<i>Nominal value of the Investment</i>	<i>Income from the investment</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>

5. (i) Is the association carrying on any business (give details)  
(ii) Is the business incidental to the attainment of its objectives
6. Details of nature, quantity and value of contributions (other than cash) and the manner in which such contribution has been utilised.
7. Details of shares, security or other property purchased by or on behalf of the association from any interested person.
8. Whether any part of the income or any property of the association was used or applied, in a manner which results directly or indirectly in conferring any benefit, amenity or perquisite (whether converted into money or not), on any interested person. If so, details thereof.
9. Amount deemed to be income of the association by virtue of sub-section (3) of section 11, as applicable by the proviso to section 10(21).

Certified that the above information is true to the best of my knowledge and belief.

*Place* \_\_\_\_\_

*Date* \_\_\_\_\_

*Signature*

*Designation*

*Full Address*