

The types of domicile certificate proforma that are uploaded in the website <https://wbmcc.nic.in> are described herewith:-

**Proforma a1:** Residential/Domicile Certificate for candidates residing in the State of West Bengal continuously for at least last 10 years as on 31st December of 2023. Candidate must have passed class 10 or equivalent and class 12 or equivalent from the State of West Bengal.

**Proforma b:** Residential/Domicile Certificate for candidates NOT residing in the State of WB continuously for at least last 10 years as on 31.12.2023 [that is candidate have passed either class 10 or class 12 or both from outside West Bengal] but whose parent/s are permanent resident/s of West Bengal having their permanent home address within West Bengal and living continuously for at least last 10 years in West Bengal as on 31st December of 2023.

Domicile Certificate as applicable which is obtained from the West Bengal e-district portal (<https://edistrict.wb.gov.in/PACE>) will also be accepted as the proof of domicile.

**In case proforma b or e-district domicile of the parent is furnished, it is required to produce any two of the following original ID proof (Voter ID card, Aadhar Card, and Passport) of the concerned parent during the stage of document verification where the said ID cards show that the residential address is in West Bengal.**

**Who are authorized to sign the domicile certificate:-**

Proforma a1 or b must be signed and certified by any of the following competent authorities of State Govt. or Central Govt. having local jurisdiction of the place of permanent residence of the candidate or the parent as the case may be e.g.:-

1. District Magistrate, Additional District Magistrate, Deputy Magistrate, Deputy Collector, Sub Divisional Officer, Block Development Officer.
2. Superintendent of Police, Additional Superintendent of Police, Deputy Superintendent of Police, Sub Divisional Police Officer.
3. Commissioner, Additional Commissioner, Joint Commissioner, Deputy Commissioner and Assistant Commissioner of Police Commissionerate.
4. Judicial Magistrate of any rank or position in the concerned district or Metropolitan locality or Hon'ble High Court at Calcutta or Hon'ble Supreme Court of India.
5. Corporation area: Commissioner, Additional Commissioner, Joint Commissioner, Deputy Commissioner and Assistant Commissioner.
6. Assistant Secretary or above in the Secretariat of Govt. of West Bengal (including GTA) or Central Govt.
7. Deputy Director or above in the Directorate of Govt. of West Bengal or Central Govt.

Every official certifying the domicile status of candidate or parent must provide his/her FULL NAME, DESIGNATION, PLACE OF POSTING WITH ADDRESS, LANDLINE or MOBILE Number. He/she should also provide his/her identity card number if available.

**Certification from any other authority other than those enumerated above will not be accepted.**

**Domicile certificate issued by the people's representative like Councilor of Municipal Corporation/Municipality, Member of three tier panchayet system or GTA, Member of Legislative Assembly or Member of Parliament are not accepted.**

# PROFORMA a1

## Residential/Domicile Certificate for candidates residing in the State of West Bengal continuously for at least the last ten (10) years as of 31.12.2023

Certified that \_\_\_\_\_

Son/ daughter of \_\_\_\_\_ is a resident/permanent resident of West Bengal at Village/House No. \_\_\_\_\_

Street \_\_\_\_\_ Post Office \_\_\_\_\_ Police Station \_\_\_\_\_

In the District \_\_\_\_\_ under \_\_\_\_\_ Assembly

Constituency and has been living in the State of West Bengal continuously/ uninterruptedly at least for the last ten (10) years as of 31-12-2023.

Paste 4 cmx3 cm size recent colour photograph of the candidate in this box. Photo must be attested by the certifying authority

Candidate's signature

(Candidate's Photograph)

Candidate must sign here in front of the certifying authority

Signature of Certifying Authority \_\_\_\_\_

Full Name of Certifying Authority (Block letters) \_\_\_\_\_

Designation with Official Seal \_\_\_\_\_

Office Address \_\_\_\_\_

Office Phone No. \_\_\_\_\_ Mobile No: \_\_\_\_\_ (optional)

ID No: \_\_\_\_\_ (optional)

*Note: Photographs are to be attested by the certifying authority. The Certifying Authority may preserve a duplicate copy of this Certificate as a record.*

# PROFORMA b

**Residential/Domicile Certificate for candidates not residing in the State of West Bengal but whose parent(s) is (are) permanent resident(s) of West Bengal having their permanent home address within West Bengal**

Certified that \_\_\_\_\_

Father/mother of \_\_\_\_\_ (the applicant) is a permanent Resident of West Bengal at Village/House No. /Street \_\_\_\_\_ Post Office \_\_\_\_\_ Police Station \_\_\_\_\_

In the District of \_\_\_\_\_ Under \_\_\_\_\_ Assembly Constituency

<p>Paste 4 cmx3 cm size recent colour photograph of the candidate in this box. Photo must be attested by the certifying authority</p>	<p>Paste 4 cmx3 cm size recent colour photograph of father/ mother of the candidate in this box. Photo must be attested by the certifying authority</p>
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(Candidate's Photograph)

(Father's/ Mother's Photograph)

Candidate's Signature

Father's/ Mother's Signature

Candidate must sign here in front of the certifying authority

Signature of Certifying Authority \_\_\_\_\_

Full Name of Certifying Authority (Block Letter) \_\_\_\_\_

Designation with Official Seal \_\_\_\_\_

Office Address \_\_\_\_\_

Office Phone No. \_\_\_\_\_ Mobile No: \_\_\_\_\_ (optional)

ID No: \_\_\_\_\_ (optional)

*Note: Photographs are to be attested by the certifying authority. The Certifying Authority may preserve a duplicate copy of this Certificate as a record.*