

RENEWAL FORM 2013-14

All the fields are compulsory. Kindly fill all the information.

☐ Software
 ☐ Hardware & Technical
 ☐ Teacher's Training
 ☐ School Project

Date.....

Note : If a centre head possessing single centre code with multiple streams, renewal charges are applicable for each stream.

Centre Code Last Renewal Date

No. of Regd. Students : 2011-12 2012-13

Alma Email ID :

Personal Email ID :

Affix here recent
passport size
coloured
photograph

1. Name of the Centre :

2. Name of Centre Head :

3. Partner (If any) :

4. Date of Birth :

5. Postal Address (Centre) :

Pin Code Tel. No.:

Mob. No.: 1 2.

6. Postal Address (Residence) :

Pin Code Tel. No.:

Mob. No.: 1 2.

7. Are you associated with any other brand/University apart from Alma? Give details :

8. Last Renewal Year & Date :

9. Payment Details :

Bank Name & Draft No. :

DD in the favor of 'Alma Limited' payable at Indore (M.P.) or deposit the amount in the **Vijaya Bank a/c No. 762400301000115** of 'Alma Limited' towards the renewal fee.

Renewal fee ₹ 3000/- till May 31 & ₹5000/- after May 2013.

NOTE: 1. Renewal form for the session 2013-14 will only be accepted till September 2013.

2. Kindly courier the hardcopy of the original renewal form. Duplicate or Scan copy will not be accepted.

3. From the year 2014-15 the renewal fee will be charged @ 10% of the franchise fee.

This Renewal Application / Agreement Witnesses the Following:

Proper and timely renewal under all applicable Rules & Regulations :-

1. **Constitute of the Centre:** The Education Centre must be legally constituted and registered in the respective state under State Society / Central Society / Corporation / Trust / Company / Proprietorship / Partnership Acts.
2. **Installation of Legal equipments & software:** The centre head shall use legal equipments & software in the centre. In case any illegal software is found by any authority, the whole responsibility will be on the part of the concerning centre and the centre head only.
3. **Staff:** The centre head will submit to the Alma H.Q. the profile of the faculties to be engaged to conduct the courses at the authorized centre. The staff of the centre shall be expected to confirm the terms & conditions of Alma as per the agreement.
4. **Payments:** The centre head shall commence the centre operations only after the payment of appropriate Renewal Charges and the payable dues against the amount collected from the students against the registration, materials and courseware.
5. **Syllabus:** The centre head shall conduct only the course syllabus as per the guidelines mentioned in the Prospectus of Alma and should not violate the secrecy; altering or changing the schedule of fees, courses, duration, testing and evaluation criteria, standards or methodologies laid down by Alma from time to time and shall not reproduce any of the brochure, courseware CD and other material without any prior written permission from Alma HQ.
6. **Sign Board at the Centre:** A prescribed sign-board of Alma should be put at a prominent place at the centre. The design, layout and other instructions are mentioned in the Corporate Manual. In the sign board the centre should use only Alma registered trade mark without any alteration & modification.
7. **Place:** The centre head shall conduct the centre operations only at the approved place mentioned in the application. Any change of place shall be approved after the payment of fresh franchisee fee, as applicable and subject to the availability of the vacant place and previous deposited franchisee fee would be forfeited, due to failure in opening or running the centre in the allotted place.
8. **Target:** The Centre must achieve the set target allotted to and/or agreed upon.
9. **Brand:** Alma has established a high reputation as to the quality of the services available at various Education Centers and continues to be a unique benefit to all the centers would also maintain the same high reputation and goodwill.
10. **Rules & Regulations:** As issued, improved, corrected, revised or reformed from time to time will be applicable and fully binding upon the Centre Head and to his successors, assignees, administrators etc. In case of ignorance of the rules and the regulations of the MOU/ Agreement etc. the franchisee will liable to be cancelled immediately.
11. **Disputes and Differences:** All disputes and differences of whatsoever nature arising out of or concerning to this terms and condition whether during its terms or after expiry thereof or after or before is termination shall be referred to the Director of Alma headquarter, whose decision shall be final and binding on the Centre Head or its successors, heirs, assignees, administrator etc. All the disputes will be subject to Indore Jurisdiction / District Court/ High Court only.

DECLARATION

I hereby VERIFY and CONFIRM that the particulars given by me are TRUE & CORRECT to the best of my knowledge and belief and nothing is concealed. I hereby take OATH and STATE that I will function in my allotted area by fully complying prevailing terms and conditions of the ALMA for the fulfillment of the purposes of the Company. I hereby AGREE that all the terms and conditions of the ALMA framed for the year 2013-14 are acceptable to me.

Seal & Signature
(Centre Head)

Only for office use : - For Approval

Accountant

Renewal Head

Director, Alma Limited

Chief Editor : Santosh Shukla, Advocate
Tel. : 0731 4222242 | Mob. : 0 999 39 50000 | Email : director@alma.in

Please Affix
your photograph
here


PRESS CARD FORM

SAMPLE CARD

PRESS

Member of PCI (Govt. of India)

ID No. 1001
Preity Singh
Reporter
Indore (Madhya Pradesh)


Santosh Shukla
 High Court, Advocate
 Chief Editor

Address : Modern Town,
Pune (Maharashtra)

Mobile : 09999900000



E-mail : preity@gmail.com

Blood Group : O+ve


Police Station : Modern Town

Issued on : 15 February 2013

Valid Up to : 31 March 2014


www.almatimes.in



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IMPORTANT NOTICE

1. Card holder has to follow rules of Alma Times.
2. This card will be treated as cancelled if card holder found in illegal activities or against the law.
3. Renewal is must for every year.
4. Card holder has to send news items to the editor of Alma Times.
5. If the card is lost, it is duty of card holder to inform the nearest Police Station.
6. Card holder will have to enroll himself in local Press Club.
7. **If card holder misuse the card, please inform to us.**



18/3, "Alma House", Pardeshipura, Nr. Electronic Complex, Indore (M.P.) INDIA

E-mail : press@alma.in | Helpline: 0999 39 50000

Alma Times, News Paper Reg. No. (Govt. of India) MPIN17569/2006

Press Card Serial No.
(For Office Use Only)

Date _____

CENTRE HEAD DETAIL

[illegible]

Issuing Date

Signature of Editor

Reference of two citizens of your locality :

Sn.	Name	Occupation	Address	Tel. No.

Police Verification

Signature of Designated Police Authority with Official Rubber Stamp

Self-Declaration :

I,..... hereby DECLARE that the given information by me is TRUE to the best of my knowledge and belief and nothing has been concealed. I would abide by all the prevailing and future rules and regulations, laws and ethics. VERIFIED at Indore on this day of20.....

Particulars of Press Card

Membership No. Receipt No.
Issue Date : Valid Upto :

Signature of the applicant

Important Information to attend

1. Documents to submit

- Identity and Address proofs.
- Two passport size recent coloured photographs.

2. Directives

- Members have to follow the rules of Alma Times.
- Members have to follow the code of conduct.
- Members have to use only valid Identity Card.
- Misuse/ illegal action, shall result in termination of membership.
- Members have to report related news for press to the editor of Alma Times- press@alma.in
- Be enrolled in the local press club.
- In case of Identity Card lost, inform nearest Police Station & Alma H.Q.
- Rs. 600/- shall be charged to issue duplicate Identity card.