

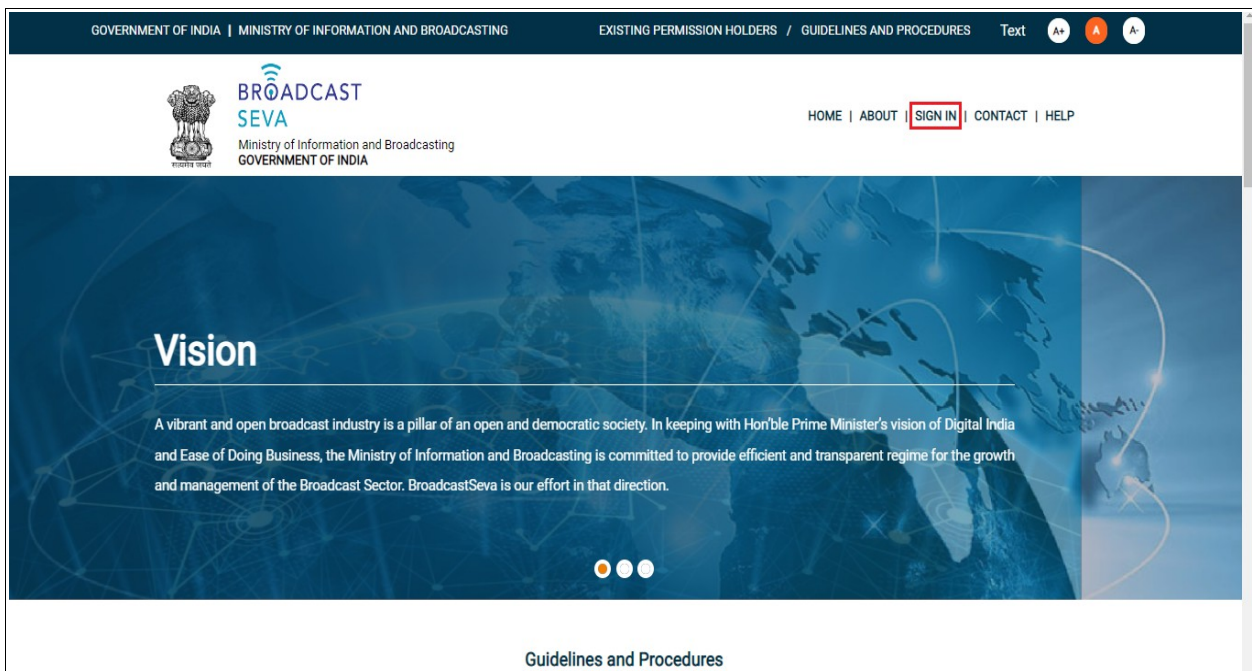
User Manual
For
Annexure IV – Auditor's Certificate

Private FM Channels

Broadcast Seva

Ministry of Information and Broadcasting

1. On Broadcast Seva website, click 'Sign In' button on top right as highlighted below.




Login Screen as under is displayed.

- 2. On Log In page, enter username (official email ID using which sign up is done) and password and captcha and click 'Log In' button.

[If a first time user and not a member, click 'Sign Up' to create an account. Refer User Registration user manual. Data for permission holders shall be visible only if username is entered as per Ministry records.

Note: If account is locked due to unsuccessful attempts, click 'Forgot Password / Unlock account ' on bottom right to first unlock account and create a new password for the account on Broadcast Seva.]

GOVERNMENT OF INDIA | MINISTRY OF INFORMATION AND BROADCASTING



BROADCAST SEVA
Ministry of Information and Broadcasting
GOVERNMENT OF INDIA


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[Broadcast Seva Login](#) | [Raise Support Request](#) | [View Support Request status](#) | [User Manual](#)

Existing User Log In

Username

Password

Type the Code shown **WYCAK** 


LOG IN

Not a Member ? [Sign Up](#)

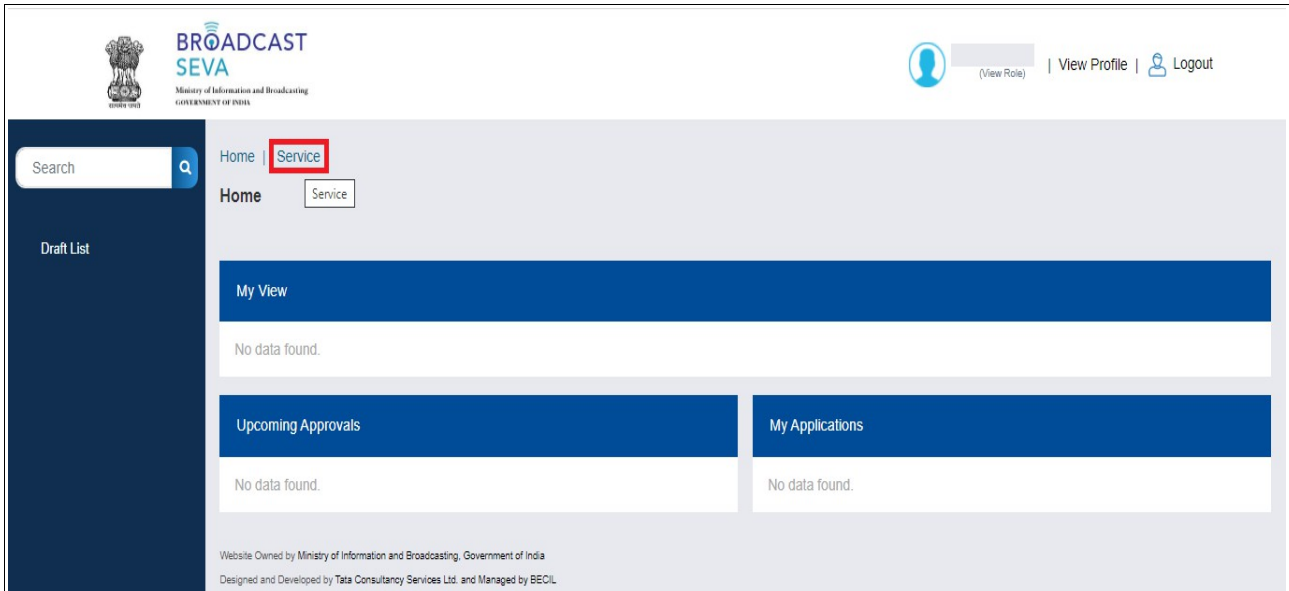
[Forgot Username](#) | [Forgot Password / Unlock Account](#)

Instructions

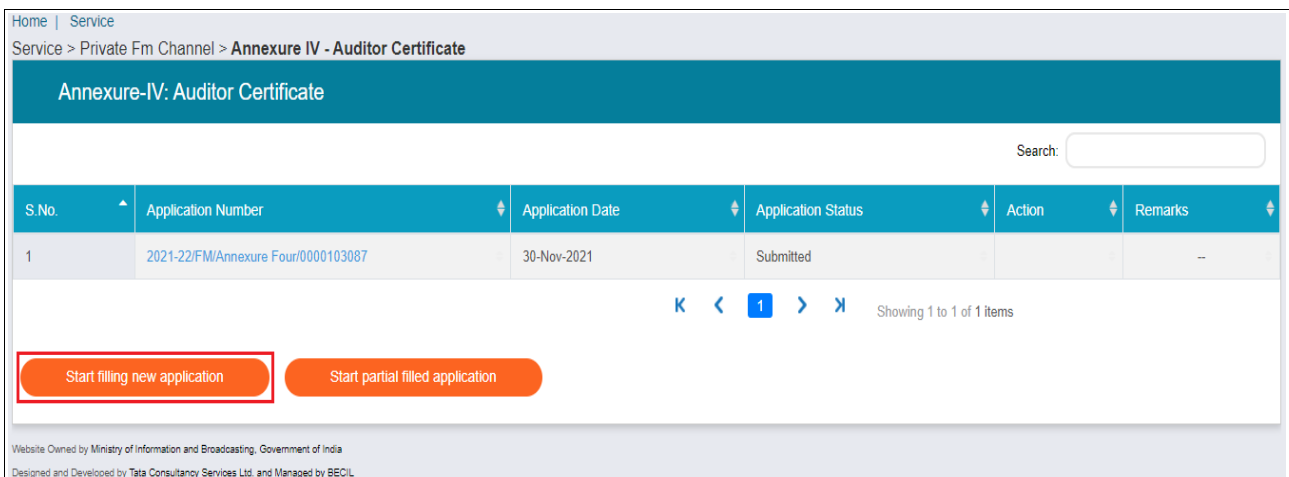
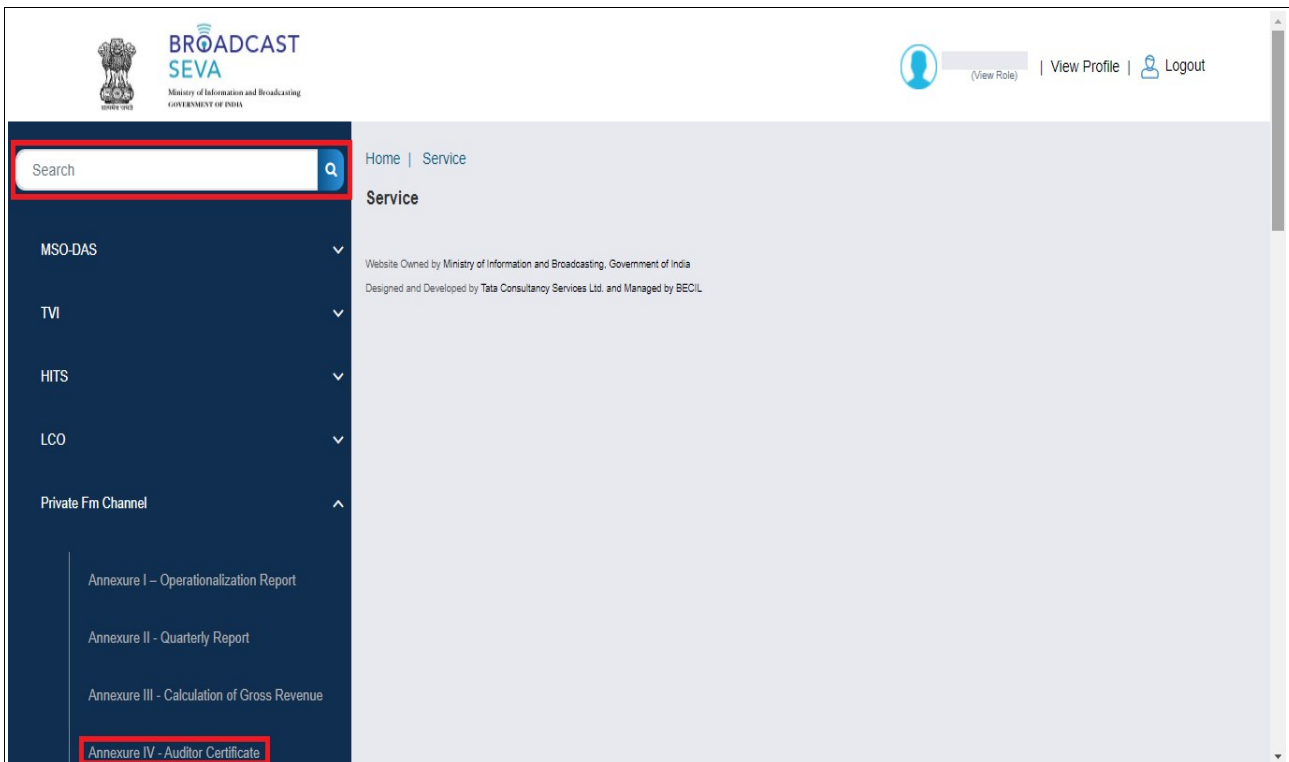
1. If you already have a Broadcast Seva account, please log in with your User ID and password.
2. If you are an existing permission holder from the Ministry of Information and Broadcasting or have applied for new permission before go live date to the Ministry of Information and Broadcasting, then please log in as per the details provided in the email about creating/ accessing your Broadcast Seva account.
3. If you have an application / permission / license / registration approval from Broadcast Seva but have not received any e-mail , please reach out to us at [feedback\[dot\]bcs\[dot\]moib\[at\]gov\[dot\]in](mailto:feedback@bcs[dot]moib[at]gov[dot]in).



3. On logging in, following screen is displayed. Click 'Services' on top followed by 'Private FM Channels' on the left service pane.



4. Click 'Annexure IV- Auditor's Certificate' i.e. required service name under 'Private FM Channels' module in service pane.



- Grid screen for the required, selected service is displayed as under.
- Click 'Start filling new application' to open the form.

- 6. Select values for 'Zone', 'State', 'Category of City', 'Name of the City', 'Frequency (Mhz) fields, followed by 'Financial Year' if not auto-populated. Channel ID shall be auto-populated as provided earlier.
- 7. Click 'Generate Annexure-IV'. Values as provided shall be filled in the certificate.

Service

Annexure IV - Auditor Certificate

Page One Page two

Annexure-IV: Auditor Certificate

Financial Year * Zone * State * Name of the City *

--Select Option- --Select Option- -Please select- -Please select-

Frequency(MHz) * Channel ID *

--Please select-- Channel ID

Generate Annexure-IV

Certificate of the Auditors of the FM Permission Holder

We have audited the Books of Accounts of _____ for the financial year ended March 31, _____ and certify that the:

- (1) M/s _____, permission holder for operating FM radio services maintains separate financial accounts for each channel.
- (2) All the transactions of providing or receiving goods and services from other companies owned or controlled by the owners of the permission holder, are valued at normal commercial rates and included in the books of accounts to arrive at the Gross Revenue.
- (3) Permission holder have not entered into any borrowings or lending or other commercial arrangements with other permission holders or

Service

Annexure IV - Auditor Certificate

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Annexure-IV: Auditor Certificate

Financial Year * Zone * State * Name of the City *

2017-2018 North Himachal Prad MANDI

Frequency(MHz) * Channel ID *

91.60 Sunsystems Live Broadcast

Generate Annexure-IV

Certificate of the Auditors of the FM Permission Holder

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- (1) M/s _____, permission holder for operating FM radio services maintains separate financial accounts for each channel.
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- (3) Permission holder have not entered into any borrowings or lending or other commercial arrangements with other permission holders or

Generate Annexure-IV

Certificate of the Auditors of the FM Permission Holder

We have audited the Books of Accounts of, City-MANDI, Frequency-91.60, for the financial year ended March 31, 2017 and certify that the:

(1) M/s, Sunsystems, permission holder for operating FM radio services maintains separate financial accounts for each channel.

(2) All the transactions of providing or receiving goods and services from other companies owned or controlled by the owners of the permission holder, are valued at normal commercial rates and included in the books of accounts to arrive at the Gross Revenue.

(3) Permission holder have not entered into any borrowings or lending or other commercial arrangements with other permission holders or entities other than recognized Financial Institutions restricting its management or creative discretion to procure or broadcast content or exercise marketing rights.

Name and Details of Auditor

CA Company * <input type="text" value="CA Company"/>	UDI Number * <input type="text" value="UDI Number"/>
Name of CA/Proprietor * <input type="text" value="Name of CA/Proprietor"/>	Membership Number * <input type="text" value="Membership Number"/>
Signature of CA/Proprietor <input style="width: 100%; height: 30px;" type="text" value="Signature of CA/Proprietor"/>	
Place * <input type="text" value="Place"/>	Date * <input type="text" value="Date"/>

Note:- Duly attested copy of Annexure IV by CA/ Proprietor may be uploaded on next tab. (* marked fields are MANDATORY to fill)

Preview Save & Next

8. Complete the same by providing auditor's details.
9. Click 'Preview' to view the certificate as filled, and 'Print Preview' to download the certificate as PDF. Click 'Close Preview' to return to the form.

Annexure-IV: Auditor Certificate

Certificate of the Auditors of the FM Permission Holder

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Name and Details of Auditor

CA Company *	UDI Number *
Name of CA/Proprietor *	Membership Number *
Signature of CA/Proprietor	
Place *	Date *

Close Preview
Print Preview

Annexure IV - Auditor Certificate

Annexure-IV: Auditor Certificate

Certificate of the Auditors of the FM Permission Holder

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Name and Details of Auditor

CA Company *	UDI Number *
Name of CA/Proprietor *	Membership Number *
Signature of CA/Proprietor	
Place *	Date *

Annexure-IV: Auditor Certificate

Back

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Print 1 page

Destination Save as PDF

Pages All

Pages per sheet 1

Margins Default

Options
 Background graphics

Save
Cancel

Annexure-IV: Auditor Certificate

Certificate of the Auditors of the FM Permission Holder

We have audited the Books of Accounts of City-MANDI, Frequency-91.60, for the financial year ended March 31, 2017 and certify that the:

- (1) M/s, Sunsystems, permission holder for operating FM radio services maintains separate financial accounts for each channel.
- (2) All the transactions of providing or receiving goods and services from other companies owned or controlled by the owners of the permission holder, are valued at normal commercial rates and included in the books of accounts to arrive at the Gross Revenue.
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Name and Details of Auditor

CA Company *	UDI Number *
Name of CA/Proprietor *	Membership Number *
Signature of CA/Proprietor	
Place *	Date *

Close Preview
Print Preview

Name and Details of Auditor

CA Company *	UDI Number *
<input type="text" value="Test"/>	<input type="text" value="U-Min-54368"/>
Name of CA/Proprietor *	Membership Number *
<input type="text" value="Chartered Accountant Shri Ram"/>	<input type="text" value="MUMtest-982742981412"/>
Signature of CA/Proprietor	
<input style="background-color: #d3d3d3;" type="text" value="Signature of CA/Proprietor"/>	
Place *	Date *
<input type="text" value="Gomati"/>	<input style="text-align: right; font-size: small; color: #00728f; font-weight: bold; border: 1px solid #00728f; border-radius: 5px; padding: 2px 5px; float: right; margin-top: -15px;" type="text" value="04/12/2021"/>

Note:- Duly attested copy of Annexure IV by CA/ Proprietor may be uploaded on next tab.

(* marked fields are MANDATORY to fill)

Preview
Save & Next

10. On saving copy of certificate using 'Preview' and 'Print Preview' buttons, navigate to page two using 'Save & Next' button.
11. Click 'Save as Draft' button to save the filled application, if required.
12. Successful draft saved message is displayed. Click 'OK' to navigate to Draft List.
Alternatively click 'Home' followed by 'Draft List', and select draft number to view the saved form and continue filling the same.

Annexure IV - Auditor Certificate

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Annexure-IV: Auditor Certificate

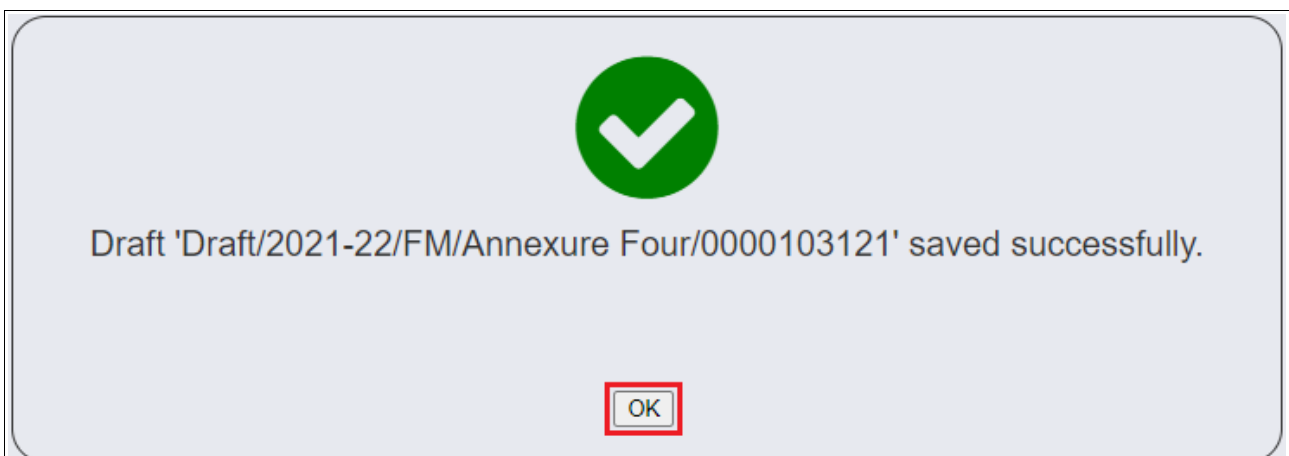
Attested copy of ANNEXURE-IV by Chartered Accountant

Choose File No File Uploaded

Attested copy of ANNEXURE-IV by Chartered Accountant*

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Previous Submit **Save As Draft** Back



Home | Service

Draft List

Draft Name	Created Date and Time	Action
Draft/2021-22/FM/Annexure Four/0000103121	05/12/2021 00:12:11	Delete

Page One Page two

Annexure-IV: Auditor Certificate

Financial Year * 2017-2018 Zone * North State * Himachal Prad Name of the City * MANDI

Frequency(MHz) * 91.60 Channel ID * Sunsystems Live Broadcast

[Generate Annexure-IV](#)

Certificate of the Auditors of the FM Permission Holder

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- (2) All the transactions of providing or receiving goods and services from other companies owned or controlled by the owners of the permission holder, are valued at normal commercial rates and included in the books of accounts to arrive at the Gross Revenue.
- (3) Permission holder have not entered into any borrowings or lending or other commercial arrangements with other permission holders or entities other than recognized Financial Institutions restricting its management or creative discretion to procure or broadcast content or exercise marketing rights.

13. Click 'Generate Annexure-IV'. Values as saved in draft shall be filled in the certificate.

14. Click 'Save and Next' to navigate to second page and upload scanned copy of signed annexure by clicking 'Choose File'.

(3) Permission holder have not entered into any borrowings or lending or other commercial arrangements with other permission holders or entities other than recognized Financial Institutions restricting its management or creative discretion to procure or broadcast content or exercise marketing rights.

Name and Details of Auditor

CA Company *

Test

UDI Number *

U-Min-54368

Name of CA/Proprietor *

Chartered Accountant Shri Ram

Membership Number *

MUMtest-982742981412

Signature of CA/Proprietor

Signature of CA/Proprietor

Place *

Gomati

Date *

04/12/2021



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(* marked fields are MANDATORY to fill)

Preview

Save & Next

Annexure IV - Auditor Certificate

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Page two

Annexure-IV: Auditor Certificate

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Choose File

No File Uploaded

Attested copy of ANNEXURE-IV by Chartered Accountant*

(Max Size:40 MB | Allowed Type:PDF | Max Files:1)

Previous

Submit

Save As Draft

Back

- 15. Click 'Submit' to submit the completed form along with its scanned, signed copy and confirm submission to Ministry by clicking 'OK'.

Service

Annexure IV - Auditor Certificate

Are you sure you want to submit this application?

OK Cancel

Page One Page two

Annexure-IV: Auditor Certificate

Attested copy of ANNEXURE-IV by Chartered Accountant

Choose File A1.pdf X

Attested copy of ANNEXURE-IV by Chartered Accountant*

(Max Size:40 MB | Allowed Type:PDF | Max Files:1)

Previous Submit Save As Draft Back

- 16. Following successful submission message is displayed. Click 'OK' to view service grid to check application status displayed as 'Submitted'.

Annexure IV is successfully submitted with eApplication ID 2021-22/FM/Annexure Four/0000103122 to FM Channels division on05/12/2021 for Sunsystems ,MANDI,91.60 (Frequency). Please know that the Ministry does not confirm the veracity of information provided.

OK

Home | Service

Annexure-IV: Auditor Certificate

Search:

S.No.	Application Number	Application Date	Application Status	Action	Remarks
1	2021-22/FM/Annexure Four/0000103122	05-Dec-2021	Submitted		--
2	2021-22/FM/Annexure Four/0000103087	30-Nov-2021	Submitted		--

Showing 1 to 2 of 2 items

[Start filling new application](#)
[Start partial filled application](#)

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Service > Private Fm Channel > **Annexure IV - Auditor Certificate**

Annexure-IV: Auditor Certificate

Search:

S.No.	Application Number	Application Date	Application Status	Action	Remarks
1	2021-22/FM/Annexure Four/0000103122	05-Dec-2021	Sent Back to Applicant	Send Back to BO	Sending back for correction required as so-and-so... Test
2	2021-22/FM/Annexure Four/0000103087	30-Nov-2021	Submitted		--

Showing 1 to 2 of 2 items

[Start filling new application](#)
[Start partial filled application](#)

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17. In case the application is in sent back status, view remarks provided by Ministry and click 'Send back to BO' under Action column to view the form in editable mode.

Revise and complete the form by doing the needful as per remarks.

Annexure IV - Auditor Certificate

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Annexure-IV: Auditor Certificate

Financial Year *	Zone *	State *	Name of the City *
<input type="text" value="2017-2018"/>	<input type="text" value="North"/>	<input type="text" value="Himachal Prad"/>	<input type="text" value="MANDI"/>
Frequency(MHz) *	Channel ID *		
<input type="text" value="91.60"/>	<input type="text" value="Sunsystems Live Broadcast"/>		

Generate Annexure-IV

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(3) Permission holder have not entered into any borrowings or lending or other commercial arrangements with other permission holders or entities other than recognized Financial Institutions restricting its management or creative discretion to procure or broadcast content or exercise marketing rights.

Name and Details of Auditor

CA Company *	UDI Number *
<input type="text" value="Shri RamChandra Kripalu Bhajman Hari bol"/>	<input type="text" value="Update U-Min-54368"/>
Name of CA/Propreitor *	Membership Number *
<input type="text" value="Update Chartered Accountant Shri Ram"/>	<input type="text" value="Update MUMtest-98412"/>
Signature of CA/Propreitor	
<div style="border: 1px solid #ccc; height: 30px; background-color: #f0f0f0; padding: 5px;">Signature of CA/Propreitor</div>	
Place *	Date *
<input type="text" value="Gomati"/>	<input style="text-align: right; font-size: small; color: #007080; font-weight: bold; border: 1px solid #007080; border-radius: 5px; padding: 2px 5px; display: inline-block; margin-left: 5px; vertical-align: middle;" type="text" value="03/12/2021"/>

Note:- Duly attested copy of Annexure IV by CA/ Propreitor may be uploaded on next tab. (* marked fields are MANDATORY to fill)

Preview

Save & Next

18. Click 'Generate Annexure-IV'. Values shall be filled in the certificate. Update auditor's details if required.
19. Click 'Save and Next' to navigate to second page and upload revised, scanned copy of signed annexure by clicking 'Choose File'.

Service

Annexure IV - Auditor Certificate


Are you sure you want to submit this application?

OK Cancel

Page One Page two

Annexure-IV: Auditor Certificate


Attested copy of ANNEXURE-IV by Chartered Accountant

Choose File A11.pdf  X

Attested copy of ANNEXURE-IV by Chartered Accountant*

(Max Size:40 MB | Allowed Type:PDF | Max Files:1)

Previous Submit Save As Draft Back



Annexure IV is successfully submitted with eApplication ID 2021-22/FM/Annexure Four/0000103122 to FM Channels division on 05/12/2021 for Sunsystems ,MANDI,91.60 (Frequency). Please know that the Ministry does not confirm the veracity of information provided.

OK

20. Click 'Submit' to submit the completed form along with its scanned, signed copy and confirm submission to Ministry by clicking 'OK'.
21. Successful re-submission message is displayed. Click 'OK' to return to grid of the service to see its status as 'Re-submitted'. Click 'View Application History' under Action column to see the details of application before re-submission(s).

Home | Service

Annexure-IV: Auditor Certificate

Search:

S.No.	Application Number	Application Date	Application Status	Action	Remarks
1	2021-22/FM/Annexure Four/0000103122	05-Dec-2021	Re-Submitted		--
2	2021-22/FM/Annexure Four/0000103087	30-Nov-2021	Submitted		--

K < 1 > X Showing 1 to 2 of 2 items

Start filling new application

Start partial filled application

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