

## License fee payment-A Check List

### Due Dates

For the quarter ending period	Due dates
30th june (on the basis of own assessment of revenue)	15th July
30th september (II quarter) (on the basis of own assessment of revenue)	15th October
31st december (III quarter) (on the basis of own assessment of revenue)	15th January
31st march (IV quarter) Provisional (on estimatebasis)	25th March
31st march (on actual basis adjustment for Q/E 31/3)	15th April

**Final adjustment for the year – on or before 30th june along with agr, duly certified by the auditor.**

### Documents to be enclosed

- Affidavit - duly notarized
- AGR statement - duly authenticated by authorized signatory
- Board resolution in respect of authorised signatory
- Copy of power of attorney

### Mode of payment

**Demand or pay order duly drawn in favour of**

<b>Communication Accounts Officer (cash)</b>
<b>Office of the Controller of Communication Accounts</b>
<b>Tamil Nadu circle, Chennai</b>

**Short/delayed payment will attract p.i. as per terms of licence**