

From: \_\_\_\_\_

Address:- \_\_\_\_\_

\_\_\_\_\_

Dated:- \_\_\_\_\_

To  
The Executive Director,  
The Sports Authority of Goa,  
1<sup>st</sup> floor, East wing,  
Dr. Shyama Prasad Mukherjee Indoor Stadium,  
Nr. Goa University Complex, Taleigao – Goa

Sub:- Regarding recognition to \_\_\_\_\_ Sports Club.

Sir,

With reference to the subject above, I the undersigned Shri \_\_\_\_\_ President / Secretary of the \_\_\_\_\_ Club enclose herewith the below mentioned documents and details required by your office in order to consider grant recognition to our club.

1. Copy of the Certificate under the Societies Registration Act, 1860 issued by Office of the District Registrar of Societies.
2. Certified copy of the Memorandum / Constitution of the Sports Club by the office of the District Registrar.
3. The names of the President, Secretary and Treasurer along with their passport size photograph, residential address (the copy of the address proof), Phone no, email ID.
4. The list of the members of the General Body Committee with minimum 25 members with their Residential Address, Phone No. Email ID etc.
5. The name of the Sports Club \_\_\_\_\_  
Address of the Sports Club \_\_\_\_\_  
Village \_\_\_\_\_  
Taluka \_\_\_\_\_  
District \_\_\_\_\_  
Constituency \_\_\_\_\_  
Phone no. \_\_\_\_\_  
e-mail ID \_\_\_\_\_

6. NOC of the Panchayat / Municipality (original copy signed by the Secretary) stating that they have no objection to register the Club at SAG.
7. NOC from the nearest Sports Club which is registered / recognized by SAG.
8. Whether the Club is affiliated to any State Sports Association in Goa
9. Report of the activities conducted by the club during the last 3 yrs along with the Photographs, newspaper clipping, etc.
10. Details of the Sports / Game that the Sports Club promotes for the youth in the vicinity of the Club, inclusive of the list of outstanding sportspersons of the Sports Club.
11. Statement of Accounts of the Sports Club audited by the Chartered Accountant.

This is for your information and necessary action.

Yours faithfully,

(President / Secretary)  
Of the Sports Club