



# Haryana Government Gazette

## EXTRAORDINARY

Published by Authority

© Govt. of Haryana

No. 61-2026/Ext.] CHANDIGARH, FRIDAY, APRIL 24, 2026 (VAISAKHA 4, 1948 SAKA)

### HARYANA GOVERNMENT

#### INDUSTRIES & COMMERCE DEPARTMENT

#### Notification

The 24th April, 2026

**No. 25/05/2020-4IB-1.**— In pursuance of the provision under Section 2 (Sub- Section 2.1 (c)) of the Haryana State Startup Policy 2022, notified vide No. Admn/459/1SIT/17601 dated 07th July 2022, the Governor of Haryana is pleased to notify the “*Stamp Duty & Registration Reimbursement Scheme Guidelines*” for the Incubators registered under the Haryana State Startup Policy 2022. The Scheme Guidelines related to “Stamp Duty & Registration Reimbursement” will be as follows:

#### 1. Objective

The Government of Haryana has always followed a proactive approach to facilitate Startup entrepreneurs for ease of doing business in Haryana. In order to achieve the same, the State has undertaken precise policy-level interventions to position Haryana as a pre-eminent investment destination & notified the Haryana State Startup Policy 2022 with a focus on the creation of a world-class ‘Startup Ecosystem’ in the State.

Through this scheme guidelines, the State Government intends to provide support in the form of “*Stamp Duty & Registration Reimbursement*” to eligible Incubators in Haryana to establish/augment the infrastructure/ Incubation facilities in the state and create a holistic and sustainable startup ecosystem.

#### 2. Quantum of Assistance (Stamp Duty & Registration Reimbursement)

Incubators will be provided 100% reimbursement of Stamp duty & registration fees on purchase/ lease of land/ Office space after commencement of commercial operations/ service & within 5 years from the date of purchase/ lease of land/ Office space.

#### 3. Commencement

- i. The Scheme Guidelines shall commence with effect from the date of notification of this scheme guidelines and shall remain in operation till 06.07.2027 or till the time the Government of Haryana decides to discontinue/amend/ extend this scheme guidelines.
- ii. Stamp duty and registration fees incurred on and after 07.07.2022 and before 06.07.2027 shall be reimbursed under this scheme guidelines.

#### 4. Eligibility Criteria

- i. The Entity should be registered as an “Incubator” with Startup Haryana under the aegis of the Industries & Commerce Department, Haryana, in accordance with the “Incubation Registration Scheme guidelines notified vide No. Admn/459/ISIT/17944 dated 27.09.2022” or as amended from time to time.
- ii. The Incubator entity should be operating from any commercial/ industrial areas only and should come into operation within 5 years from the date of purchase/ lease of land/ office space.
- iii. To avail the assistance under this scheme guidelines, the Incubator should be in commercial operations at the time of submission of the application.
- iv. In case of a lease, the lease deed shall be irrevocable and valid for a minimum period of five years from the date of commercial operation of the Incubator.
- v. The Incubator entity should have the Haryana Udyam Memorandum (HUM) for statistical purposes (If applicable).
- vi. The Incubator entity should have obtained No Objection Certificate (NOC)/ Change of Land Use (CLU)/ clearance(s)/ any other statutory compliance(s) from the respective Competent Authority, wherever applicable.
- vii. Incubator entities availing assistance under this scheme guidelines should not have availed similar assistance under any other Central/ State Government policy. Further, Incubator Entities availing assistance under this scheme guidelines will also not be eligible to avail similar assistance under any other Central/ State Government policy.

#### 5. Procedure for Availing Incentive/Benefit

- i. The Incubator Entity shall apply online on the web portal of the Department of Industries & Commerce, Government of Haryana, for the “Stamp Duty & Registration Reimbursement” in the prescribed format (as per Annexure-I) along with the requisite supporting documents as prescribed under this scheme guidelines.
- ii. The application received shall be examined, and in case of any deficiencies, the same will be intimated to the Incubator Entity/applicant in their user account. The applicant shall rectify the same within the prescribed timelines as per **Section 9** of this scheme guidelines document.
- iii. In case the deficiencies are not removed by the Incubator Entity/ applicant or fail to submit requisite additional information/ documents within the prescribed timelines, the application shall be deemed rejected/closed under intimation to the Incubator Entity/ applicant in their user account.
- iv. The Incubator Entity, if required and with approval of the Competent Authority, may be called for a presentation/ clarification in relation to either the benefit eligibility or reimbursement claimed, or any other component.
- v. The application, after examination and completion in all aspects, will be put for final consideration and approval of the Competent Authority as defined in **Section 7** below.
- vi. Based on the decision taken on the application, an intimation will be sent to the Incubator Entity/ applicant in their user account. The applicant would be able to download the decision/ sanction letter (as applicable) from their user account on the portal in reference to their application.
- vii. The sanctioned amount will be credited into the bank account of the Incubator Entity, subject to compliance with the terms of the approval/ sanction letter, if any.

#### 6. Time Limit to Apply

The Incubator entity that has incurred expenses on Stamp Duty & Registration Fees on purchase/lease of land/ Office space on or after 07.07.2022 are required to apply for financial assistance within 06 months after the commencement of commercial operations or within 03 months of notification of this scheme guidelines, whichever is later & within 5 years from the date of purchase/ lease of land/ Office space.

Thereafter, the Incubator Entity will no longer be eligible to receive assistance or reimbursement under this scheme guidelines except in the scenario under **Section-8**.

**7. Competent Authority for Sanction**

The Director/ Director General, Industries & Commerce Department, Government of Haryana, or as decided/ delegated by the Government of Haryana from time to time, shall be the competent authority for sanction of the fiscal assistance under the scheme guidelines.

**8. Power to Condone the Delay in Submission of the Application**

- i. The Director/ Director General, Industries & Commerce Department, Haryana, or as decided/ delegated by the Government of Haryana from time to time, may condone the delay up to a period of 03 months after the prescribed time limit.
- ii. The Administrative Secretary, Industries & Commerce Department, Haryana, may condone the delay up to a period of 06 months after the prescribed time limit.

Provided that the competent authority is satisfied with the reasons for the late submission of the application based on the substantial evidence/ documents/ arguments presented by the entity/applicant.

**9. Timelines for Processing & Decision of Applications**

The following are the timelines for processing and decisions of applications:

S. No.	Particulars	Time Limit (in working Days)
1	By the department for processing & decision on the application, which is completed in all aspects	30 Days
2	By the applicant for the removal of deficiencies/ submission of additional information/ documents	10 Days

**Note:** If an applicant/ entity is unable to remove deficiencies or fails to submit requisite additional information/ documents within 10 working days of the intimation in their user account from the Industries & Commerce Department, the application shall be deemed rejected/ closed.

**10. Interpretation/ Clarification/ Modification**

The Administrative Secretary, Industries & Commerce Department, Haryana will be the final authority for clarifying/resolution of any doubts relating to the interpretation of any term or any provision arising under this scheme guidelines. The decision in this matter shall be final and binding for all stakeholders in such cases.

**11. Grievance Redressal Authority**

An applicant may file a grievance to the Administrative Secretary, Industries & Commerce Department, Haryana, against an order passed by the Competent Authority within a period of 30 days from the date of communication of the order. The order(s) passed by the Administrative Secretary, Industries & Commerce Department, in such grievance shall be final.

**12. Penal Action**

At any time, if it is found that the Incubator Entity has claimed/ availed any form of assistance/ benefit (Fiscal/ Non-Fiscal) from the Government based on any false/ fabricated information or involved in any malpractices/ fraudulent activities; the registration of the Incubator Entity will be summarily revoked and the Incubator Entity shall refund the entire amount of the assistance granted/ availed along with the compound rate of interest @ 12% per annum. In addition, the Incubator Entity/ applicant will also be liable to face legal action & will be debarred from availing any incentive/ assistance under any other policy/ scheme guidelines of the State Government in the future.

**13. Head of Expenditure**

The expenditure shall be met under the Scheme Guidelines Head, i.e., "P-01-19-2852-07-202-87-51- N-V" of the Industries & Commerce Department, Haryana.

AMIT KUMAR AGRAWAL,  
Commissioner & Secretary to Government Haryana,  
Industries & Commerce Department.

**Annexure I – Application Form for Stamp Duty & Registration Reimbursement**

<b>Section 1 – Details of Incubator Entity</b>		
1.	Name of the Incubator Entity as registered with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled
2.	Registration number with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled
3.	Date of Registration with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled From ..... (DD/MM/YYYY) Valid Till ..... (DD/MM/YYYY)
4.	Complete Address of the Registered Office of the Incubator entity	Pre – Filled
5.	Complete Address of Incubator	Pre – Filled
6.	PAN of Incubator Entity	Pre – Filled
7.	GST of Incubator Entity	
8.	Is the application submission on time, i.e., within 06 months from the date of a commercial operation or within 03 months of notification of the scheme guidelines, whichever is later	Yes/ No
9.	If no, reasons for the delay in the submission of the application (In such a case, the applicant needs to submit written permission from the Competent Authority to condone the delay in submission of the application.	(Upload Evidence/ Supporting Documents for delay)
10.	Haryana Udhyam Memorandum (HUM) Number & Date (Optional)	Number _____ Date _____
11.	Date of commencement of commercial operations of the Incubator Entity	..... (DD/MM/YYYY)
12.	Number of Employees	I. On Direct Payroll - II. On Contract - III. Total Employee -

13.	Turnover of the entity for all the previous financial years since incorporation	Year 1: Year 2: Year 3: Year n:	
<b>14.</b>	<b>Bank Account Details of the Incubator Entity</b>		
14.1.	Name of Bank		
14.2.	Account Holder Name		
14.3.	Account Number		
14.4.	Account Type		
14.5.	Branch Address		
14.6.	IFSC Code		
<b>15.</b>	<b>Authorized Applicant Details</b>		
15.1.	Name of Applicant Authorized by the Incubator Entity		
15.2.	Designation of Authorized Representative		
15.3.	Contact Details of the Authorized Representative	Mobile	1. 2.
		Landline (with STD Code)	
15.4.	PAN Number of Authorized Representative		
15.5.	E-mail ID of Authorized Representative		

## Section 2 – Details of Claiming of Assistance

1.	Nature of transaction	Select <ul style="list-style-type: none"> <li>• Purchase of land</li> <li>• Lease of land</li> <li>• Purchase of Office Space</li> <li>• Lease of Office Space</li> </ul>
2.	Ownership of the property	(Owned/Leased)
2.1.	In case of land, kindly give details of the land with Khasra Numbers.	

2.2.	In the case of Office Space, kindly give details of the office along with the complete address.	
3.	Name of Land/ Space Owner with whom the sale/ lease deed agreement was signed.	
4.	Contact Details of the Owner	Mobile
		Landline (with STD Code)
5.	In case of a Lease, please provide the duration of the Lease deed (The lease deed should be irrevocable and valid for a minimum period of five years from the date of commercial operation of the Incubator)	Valid from..... (DD/MM/YYYY) Valid Up to..... (DD/MM/YYYY)
6.	Date of registration of Sale/lease deed(s)	.....(DD/MM/YYYY)
7.	Total Area for which the sale/ lease deed is signed by the Incubator Entity	.....(in sq. ft)
8.	Total Area of Land being utilized for Incubator Operations (in sq ft)	.....(in sq. ft)
9.	Total sale/ lease amount paid	INR.....
10.	Amount of Stamp Duty paid as per the sale deed/lease deed(s)	INR.....
11.	Amount of Registration fee paid as per the sale deed/lease deed(s)	INR.....
12.	Amount of incentive requested out of the total amount paid as a stamp duty/ registration fee for sale/ lease	INR.....
14.	Supporting Documents	<ul style="list-style-type: none"> <li>i. Letter of Authorization (As per Annexure ii. - II)</li> <li>iii. PAN Card &amp; Passport size Colored Photograph of the Authorized Representative</li> <li>iv. Undertaking (As per Annexure - III)</li> <li>v. CA certificate for the amount of re- imbursement claimed for Stamp &amp; registration charges (As per Annexure IV)</li> <li>vi. Copy of Haryana Udhyaam Memorandum (HUM) (Optional)</li> <li>vii. Copies of the sale deed/lease deed registered with the concerned sub-registrar showing the</li> </ul>

		<p>viii. details of stamp duty &amp; registration fee Proof of payment towards Sale/ Lease (Bank Account Statement showing remittance of money)</p> <p>ix. Copy of any valid proof as evidence of the Incubator being in Commercial Operations (First Sale Bill/ Audited Financial Statement)</p> <p>x. 3-5 Photographs of the operational incubation center</p> <p>xi. Cancelled cheque of the bank account of Incubator for the disbursement of fiscal benefit.</p> <p>xii. Copy of GST Certificate</p> <p>xiii. Copy of CA certificate (As per Annexure V)</p>
--	--	---

**Annexure II - Letter of Authorization**  
**Letter of Authorization for Representative**

To,

The Director / Director General,  
 Industries & Commerce  
 Department

<Name> ----- <Designation>----- is hereby

**authorized to sign & stamp requisite documents on behalf** of our Incubator entity (**Name of an entity as given on Certificate of Incorporation / Registration**) for applying for “*Stamp Duty & Registration Reimbursement*” under the Haryana State Startup Policy 2022. He is also authorized to attend meetings and provide additional documents in case any clarifications are required by the concerned authority.

Thanking you,

<p><b>Signature and seal</b> of the Director(s)/ Partner(s)</p> <p>&lt;Name&gt;</p> <p>&lt;Designation&gt;</p> <p>&lt;Mobile&gt;</p> <p>&lt;Seal&gt;</p>	<p>Signature of the person authorized by the Incubator entity (<b>Name of the entity</b>)</p> <p>&lt;<b>Authorized Representative Name</b>&gt;</p> <p>&lt;Designation&gt;</p> <p>&lt;Mobile&gt;</p> <p>&lt;Seal&gt;</p>
--	---

**Annexure III - Undertaking****UNDERTAKING****TO WHOMSOEVER IT MAY CONCERN**

*(Undertaking/Declaration - To be submitted on Non-Judicial Stamp Paper of Rs. 100/- (Min), duly sworn before a Notary Public (duly affixed with Notarial Stamp, & with Notary Seal and Notary Registration Number or First-Class Magistrate)).*

1. I / We, < Director / Designated Partner / Partner/ Member >, do hereby solemnly declare, that the information given herein regarding our Incubator entity <**Name of the entity as given on Certificate of Incorporation / Registration**> & as stated in the application form is correct and true to the best of our knowledge and belief, and nothing relevant information has been suppressed.
2. I / We do hereby affirm that furnishing of any false or incorrect particulars of any information or suppression of any material information shall attract punishment for fraud and that we will be held liable for it. We understand that if found guilty of furnishing false information or any other fraudulent activity, we will be barred from applying /availing any benefits/incentives under the Haryana State Startup Policy 2022 for this entity and any other entity that I/we are part of & will further be liable for the penal action as defined under the “Stamp Duty & Registration Reimbursement Scheme guidelines”.
3. The Incubator entity will be liable to refund excess subsidy/assistance/reimbursement, if any, released due to omission or pointed out by the concerned division at any time or the Audit team of the Principal Accountant General, Haryana.
4. I / We, do hereby confirm and declare that any Director(s)/ Designated Partner(s)/ Partner(s)/ Member(s) of our Incubator:
  - i. Is/Are not blacklisted/ de-registered/ debarred by any Central/ State Department/ Agency at the time of submission of the application; and
  - ii. Have not availed of a similar incentive under any other State / Central Government policy. Further, we agree that if we avail an incentive under this scheme guidelines then we shall not claim a similar incentive in any other State / Central Government policy.
5. I / We hereby certify that all Director(s)/ Designated Partner(s)/ Partner(s)/ Members/ Authorised Representative in our Incubator entity have given written consent to provide their DIN/ DPIN/ Partner ID/ Member ID/ Aadhaar number and also for use of their Aadhaar Number, Biometric, and/or One Time Pin (OTP) data for Aadhaar based authentication to verify individual identity and to determine eligibility across different Government Scheme guidelines. I/We understand that Startup Haryana Cell, Industries & Commerce Department shall ensure the security and confidentiality of my/our personal identity data provided for the purpose stated above.

Dated:

**Signature and seal**  
of the Director(s)/Designated Partner(s)/Partner(s)/Member(s)

<Name & Designation>

**Annexure IV – CA Certificate**  
**Certificate from a Chartered Accountant on Letter Head for Stamp Duty & Registration Fee**  
**reimbursement**

**TO WHOM IT MAY CONCERN**

This is to certify that M/s ..... with their registered office at ..... have incurred the expenditure of Rs.....(Rupees .....), on account of the Stamp Duty & Registration Fee against the details mentioned in the table below, and the same has been verified:

Sl.	Details of Payments	Details of the purchase/lease of land/ office space/	Address	Amount (INR)	Remarks
1	Stamp Duty				
2	Registration Fee				
3					
4					

Name & signature of the Chartered Accountant with stamps & CA membership Number

Date-----

UDIN No.-----

\* Payment details in the above table should be supported by copies of receipts of payments made. The payment receipts must indicate the purpose for which the payments have been made by the applicant.

**Annexure V- Format of CA Certificate for Turnover**

Dated \_\_\_\_\_

**TO WHOM IT MAY CONCERN**

This is to certify that \_\_\_\_\_, having GSTIN \_\_\_\_\_ and a principal place of business at \_\_\_\_\_, has had a turnover in the last five financial years as mentioned below:

Financial Year	Net Profit	Net Loss	Net Worth	Turnover	Net Tax Paid

This verification certificate is being issued upon their request to be used for any lawful purpose it may serve them.

**Regards,***Name of the Chartered Accountant**Seal and Sign of the Chartered Accountant*

UDIN: \_\_\_\_\_

*\*CA certificate will only be valid on the letterhead of the Chartered Accountant's firm*