

Dated.....

To
The Director General,
Films Division
Government of India
Ministry of Information & Broadcasting
24-Dr.G.Deshmukh Marg,
Mumbai - 400 026.

Subject : Production of documentary film -

Sir,

I hereby certify that :

1. I have not used any stock shots of Films Division film in the above film.
2. I have used stock shots of Films Division films in the above film and payment have been made to Distribution Head Office, Films Division, Mumbai.
3. I have used stock shots of Films Division films in the above film but payment is not made and same may be recovered from my final payment.

(strike out whichever is not applicable)

Thanking you.

Yours faithfully

(Signature of Filmmaker)

(Note : Please send this letter on your letter head in duplicate, duly signed.)