

**Proforma of Commercial Paper (CP)**

To be stamped as per the applicable rate in force  
in the State in which it is to be issued

(NAME OF THE ISSUING COMPANY/INSTITUTION)  
SERIAL NO.

Issued at: \_\_\_\_\_ Date of Issue: \_\_\_\_\_  
(PLACE)

Date of Maturity: \_\_\_\_\_ without days of grace.  
(If such date happens to fall on a holiday, payment shall be made on the immediate preceding  
working day)

For value received \_\_\_\_\_ hereby  
(NAME OF THE ISSUING COMPANY/INSTITUTION)

Promises to pay \_\_\_\_\_ or order on the  
(NAME OF THE INVESTOR)

maturity date as specified above the sum of ₹ \_\_\_\_\_ (in words) upon presentation  
and surrender of this Commercial Paper to  
\_\_\_\_\_  
(NAME OF THE ISSUING AND PAYING AGENT)

For and on behalf of \_\_\_\_\_  
(NAME OF THE ISSUING COMPANY / INSTITUTION)

(AUTHORISED SIGNATORY / SIGNATORIES)

ALL ENDORSEMENTS UPON THIS COMMERCIAL PAPER MUST BE CLEAN AND  
DISTINCT. EACH ENDORSEMENT SHOULD BE WRITTEN WITHIN THE SPACE ALLOTTED.

Pay to \_\_\_\_\_ or order the amount within named.  
(NAME OF THE TRANSFEREE)

For and on behalf of \_\_\_\_\_  
(NAME OF THE TRANSFEROR)

1. “
2. “