



### INSTRUCTIONS FOR FILLING THE FORM

1. Fill the form in CAPITAL LETTERS.
2. Forms without the photographs will be rejected.
3. Do not staple the photographs or use pins. Use glue to stick the photographs.
4. The service is for missing persons in India.
5. Do not attach photocopies or computer printouts of the photograph. Attach the latest photograph of the missing person, as it will be used in creation of web posters, paper posters, stickers etc.
6. Get this form authenticated from the police station where the report of the missing person has been registered.
7. Please give the complete address of the police station where the report has been filed.
8. If possible please attach a copy of the police report.
9. This is a **FREE SERVICE**. Do not pay anything to anyone.
10. Please provide maximum information. It will help in the search for the missing person.

### UNDERTAKING (Please read carefully before signing overleaf)

I authorize **National Centre For Missing Children (NCMC)** and its authorized agents in the search for the missing person.

I understand that the registration of the missing person with **National Centre For Missing Children** in no way guarantees the locating of the missing person.

I agree to notify **NCMC in writing within 10 days** of finding/locating the missing person and I will not hold **NCMC** or its agents liable for the dissemination of the photographs, or responsible for showing the photographs after I notify **NCMC** of the finding/locating in writing.

I understand that missing person's case file(s) at **NCMC**, which includes information, supplied by me, Law enforcement agencies and other sources is the property of **NCMC**.

I agree to notify **NCMC** immediately of any changes in my home and/or work addresses and/or phone numbers.

**I indemnify and hold harmless NCMC and its officers, agents, employees and volunteers for and against all demands, claims, actions, suits, damages, costs and expenses including legal costs and attorney's fees arising out of or resulting from the use and dissemination of the information supplied and the searches requested.**

I certify, to the best of my knowledge that the information given overleaf is correct as shown. I understand and agree that **NCMC** is under no obligation to continue its search and may discontinue its efforts at any time if I have not given complete or accurate information or have failed to divulge all information within my knowledge or have failed to use my best efforts or not provided my complete cooperation in this search.

I give **NCMC** my consent to release photographs and other pertinent information of the missing person to the public. I understand that this will be done through various means including newspapers, magazines, flyers, television, **NCMC's** National Poster Publication, stickers and other avenues.

I agree fully not to hold **NCMC** liable for any dispute, whatsoever, which may result from the actions of the **NCMC** in the search of the missing person.

**All disputes are subject to Indore (MP) jurisdiction**

### FOR OFFICE USE

Form Received on	Case No.
Page Created on	File Name
Image Files (s) (p)	Newsletter
Magazine	Stickers
Copy to parent/Guardian on	Copy to Police Station on
Missing Person Found on	Case closed on
Remarks	

**REQUEST: Please make photocopies of this form and give them to the police stations in your locality.**