

INSPECTION/WORK REPORT FOR RENEWAL OF MANUFACTURING LICENCE

Inspection Report Number (System Generated Unique Identification No.):	
Name and address of the Manufacturer	Contact No:- E-mail Id:-
Date of Inspection:-	Date of Submission of Application:

Documents

Sl.No	Particulars	Remarks
1.	On line application with the Photo of the a. Proprietor- in case of Proprietorship b. Managing Partner- in case of Partnership firm c. Managing Director - in case of Limited Company	
2.	Registered Partnership deed, in case of Partnership firm or Memorandum of articles in case of company	
3.	Copies of the Certificates of Approval of Model	
4.	Copies of Security Deposit for Rs.10,000/- in the form of NSC	
5.	Copy of Certificate indicating Number and date of registration number of current shop/establishment/municipal trade licence	
6.	Lease/Rental /Ownership deed of premises, as the case may be along with the proof that the said premises is in the name of the Lessor/Owner.	
7.	GST registration certificate or exemption declaration by the applicant (if applicable)	
8.	Monogram of the Manufacturer	
9.	Solemn Affirmation declaration by the applicant on Rs.10/- bond paper	
10.	Aadhaar for ID proof and Address proof of the applicant	
11.	Undertaking from the applicant that in the event of violation of any manufacturing licence conditions, his/her licence shall be liable for cancellation without citing the reasons what so ever it may be by the Controller, Legal Metrology.	
12.	Existing valid Licence document	
13.	A declaration from the applicant stating that periodical returns are submitted and registers are maintained up to date, which are to be attested by the Inspectors concerned	

Signature of the Inspecting Officer

Comments

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