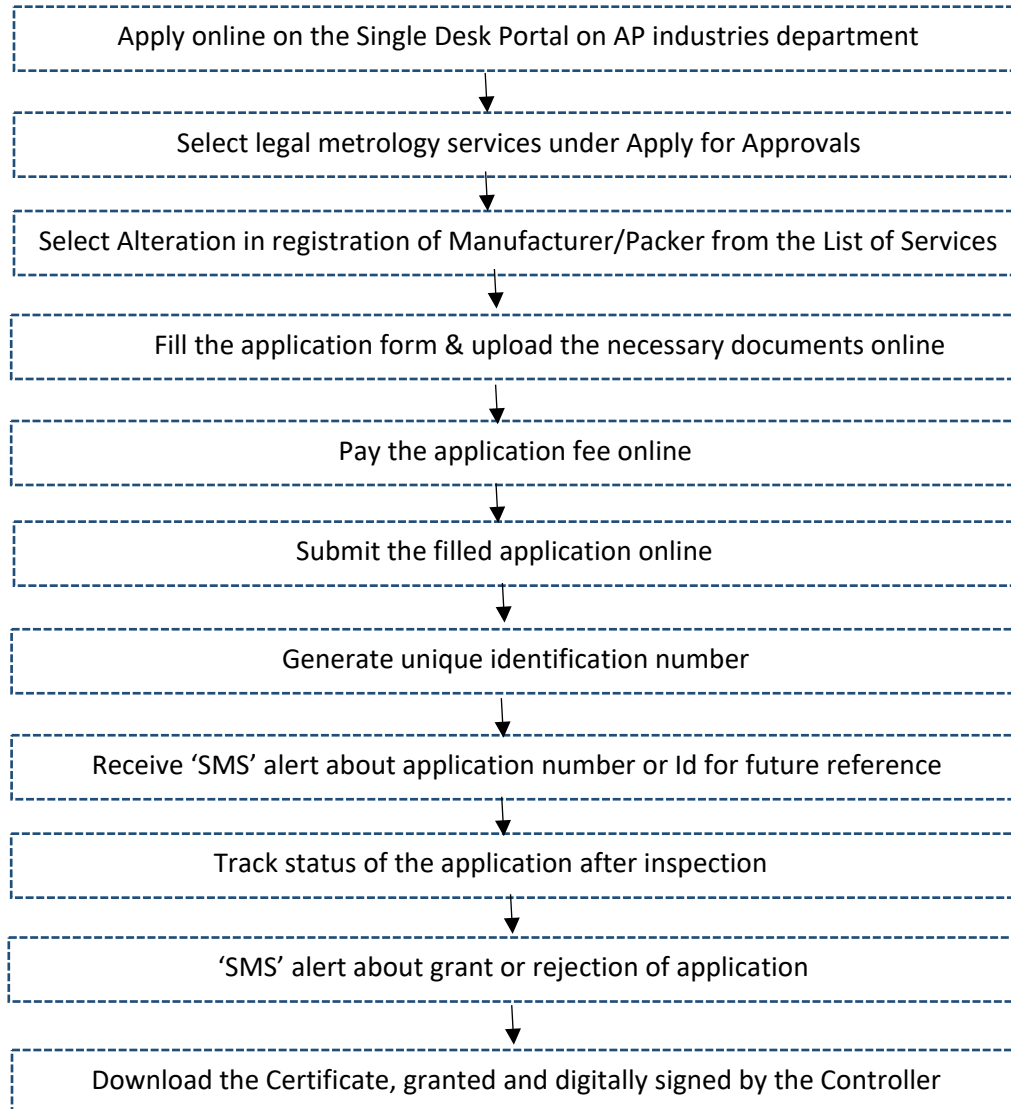


Legal Metrology Department

Alteration in registration of Manufacturer/Packer/Importer

Process Flow for Alteration in registration of Manufacturer/Packer



Checklist for Alteration in registration of Manufacturer/Packer/Importer

UPLOADED ONLINE FOR ALTERATION OF MANUFACTURER/PACKER/IMPORTER

S.No	Particulars
1	Inclusion of Proprietor <ul style="list-style-type: none">• Partnership Deed• Aadhaar & Address proof of person to be included• Photo of person to be included
2	Change in Name of the firm <ul style="list-style-type: none">• Registration certificates on Proposed name from Commercial tax dept/ Municipal/Panchayat/Revenue/IT authorities
3	Change in Address of the Manufacturer/ Packer/ importer <ul style="list-style-type: none">• Registration certificates on Proposed address from Commercial Tax dept/ Municipal/Panchayat/Revenue/ IT authorities.
4	Inclusion of Places of packing units <ul style="list-style-type: none">• Registration certificates on Proposed address from Commercial Tax dept/ Municipal/Panchayat/Revenue/ IT authorities/GST
5	Change in Monogram <ul style="list-style-type: none">• Approval of Model Certificate indicating Change in Monogram
6	Changes in Commodities to be Manufactured/ Packed/ Imported <ul style="list-style-type: none">• List of Commodities to be Manufactured/ Packed/ Imported

Timeline: 21 Days