

Renewal Of License Of Compounding/Blending/Bottling/Distributorship of Foreign Liquor.
(Excise Form-19,19B,19C &20)

Steps	Verification	Documents/Information Needed At The Time Of Application	Time-Lines	Contact Person
Applicant Should Fill the Form With Relevant Documents				Deputy Commissioner Of Concerned District
Fill the required details by the Applicant by 10 th of January.		<ul style="list-style-type: none"> ❖ Name Of Applicant & Photo. ❖ Local Address Of Applicant with address proof. ❖ Name of style of business. ❖ Income tax Clearence Certificate. ❖ Applicant must give declaration that he is ready to pay the annual license fee in advance. 		Deputy Commissioner Of Concerned District
Documents required with Application for Granting Of Licence before 31 st March.		<p><u>In case Of Company</u></p> <ul style="list-style-type: none"> ➤ Resolution passed by the Board of Directors regarding proposed set-up of Bottling Plant. ➤ General Power of Attorney to the applicant by the Authorised director of Board to the Applicant for Excise Purpose. ➤ List of Directors with DIN No. supported by Form-32 issued by Company Registrar. ➤ Certificate issued by Company Registrar regarding Company not in liquidation. ➤ Income Tax Clearence Certificate. ➤ Affidavit regarding no dues of excise or any other Government Department. 		

		<ul style="list-style-type: none"> ➤ Affidavit regarding company not black listed in any state. ➤ Sale tax Clearance Certificate from the concerned Sales Tax Authority where firm is presently working. ➤ Fire Proof Certificate of Proposed Bottling Plant from Competent Authority. ➤ Self-attested Aadhaar Card/Pan Card & Rent Agreement <p><u>Incase Of Partnership Firm</u></p> <ul style="list-style-type: none"> ➤ Joint consent of every partners regarding establishment of bottling Plant. ➤ General Power of Attorney to the applicant by the Partners to the applicant for excise purpose. ➤ List of Partners with Local Address Proof. ➤ Income Tax Clearance Certificate.. ➤ Affidavit regarding no dues of excise or any other Government Department. ➤ Affidavit regarding Firm is not black listed in any state. ➤ Sale tax Clearance Certificate from the concerned Sales Tax Authority where firm is presently working. ➤ Fire Proof Certificate of Proposed Bottling Plant from Competent Authority. ➤ Self-attested Aadhaar Card/Pan Card & Rent Agreement 		
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Application Should be submitted at D.C. Office with all document mentioned either for grant of letter of intent/licence				D.C. Of concerned District.
D.C. will verify the required documents and grant renewal.			10 working days	D.C. Of concerned District.