

**Renewal Of License For Independent Beer Bar**  
**( Form-10A)**

Steps	Verification	Documents/Information Needed At The Time Of Application	Time-Lines	Contact Person
Applicant Should Fill The Attached Form With Relevant Documents				Deputy Commissioner Of Concerned District
Fill the required details by the Applicant		<ul style="list-style-type: none"> <li>❖ Name Of Applicant &amp; Attested Photo.</li> <li>❖ Father's Name of the applicant</li> <li>❖ Local Address Of Applicant with address proof.</li> <li>❖ E.mail Address.</li> <li>❖ Name of style of business.</li> <li>❖ Whether applicant is income tax assessee or not..</li> </ul>		Deputy Commissioner Of Concerned District
Documents required with Application for Granting Of Licence.		<p><b><u>In case Of Company</u></b></p> <ul style="list-style-type: none"> <li>➤ Resolution passed by the Board of Directors regarding proposed renewal of Independent Beer Bar</li> <li>➤ General Power of Attorney to the applicant by the Authorised director of Board to the Applicant for Excise Purpose.</li> <li>➤ Athorised Signatory can declare the representative merely for Excise dealings.)</li> <li>➤ Certificate issued by Company Registrar regarding Company not in liquidation.</li> <li>➤ Income Tax Clearence Certificate.</li> <li>➤ Sale tax Clearence Certificate from the concerned Sales Tax Authority where company is presently</li> </ul>		

		<p>working and also NOC from the authority of Proposed business area.</p> <ul style="list-style-type: none"> <li>➤ Enquiry report of Excise Officer.</li> <li>➤ Fire Proof certificate of Beer Bar from concerned Authority.</li> <li>➤ Any other document/documents which required by licensing authority.</li> </ul> <p><b><u>Incase Of Partnership Firm</u></b></p> <ul style="list-style-type: none"> <li>➤ Joint consent of every partners regarding renewal of Independent Beer Bar.</li> <li>➤ General Power of Attorney to the applicant by the Partners to the applicant for excise purpose.</li> <li>➤ Income Tax Clearence Certificate .</li> <li>➤ Declaration Of Firm's Partner that who will represent in Excise Department.</li> <li>➤ Affidavit regarding no dues of excise or any other Government Department.</li> <li>➤ Sale tax Clearence Certificate from the concerned Sales Tax Authority where firm is presently working.</li> <li>➤ Enquiry report of Excise Officer.</li> <li>➤ Any other document/documents which required by licensing authority.</li> </ul> <p><b><u>Incase Of Proprietorship Firm</u></b></p> <ul style="list-style-type: none"> <li>➤ General Power of Attorney to the applicant by the Proprietor to the applicant for excise purpose.</li> </ul>		
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<p>Application Should be submitted at D.C. Office with all document mentioned for grant of licence</p>				<p>D.C. Of concerned District.</p>

D.C. will verify the required documents and grant renewal.			<b>10 working days</b>	D.C. Of concerned District.
D.C. will submit detail report to commissioner with their recommendation				D.C. Of concerned District.