

### **License For Setting up a Brewery (Excise Form-18)**

Note:- Applicant must declare by affidavit that after grant of letter of intent how many time required when the proposed brewery is ready to work. After set-up of Brewery for the Licence Details of documents must be submitted before the Licencing Authority and then time-line applied.

<b>Steps</b>	<b>Verification</b>	<b>Documents/Information Needed At The Time Of Application</b>	<b>Time-Lines</b>	<b>Contact Person</b>
Applicant Should Fill the 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; Photo.</li> <li>❖ Father's Name of the applicant</li> <li>❖ Local Address Of Applicant with address proof.</li> <li>❖ Permanent address of applicant with proof.</li> <li>❖ Date of birth of Applicant with proof.</li> <li>❖ Name of style of business.</li> <li>❖ Whether applicant is incometax assessee or not..</li> <li>❖ Name of Proposed area of the district where applicant wants to set up the distillery.</li> <li>❖ Applicant must give declaration that he is ready to pay the annual license fee in advance.</li> <li>❖ Applicant must declare by affidavit that after grant of letter of intent how many time required when the proposed brewery is ready to work.</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>➤ Memorandum &amp; Article Of Assiciation.</li> <li>➤ Resolution passed by the Board of Directors regarding proposed set-up of brewery.</li> </ul>		

		<ul style="list-style-type: none"><li>➤ General Power of Attorney to the applicant by the Authorised director of Board to the Applicant for Excise Purpose.</li><li>➤ List of Directors with DIN No. supported by Form-32 issued by Company Registrar.</li><li>➤ Certificate issued by Company Registrar regarding Company not in liquidation.</li><li>➤ Income Tax Return of Company (Three years) .</li><li>➤ Balance-Sheet of Company.</li><li>➤ Character Certificate Of applicant Issued by the officer not below the rank of S.D.O./D.S.P. issued within six months from the date of application.</li><li>➤ Project Report of Proposed Brewery.</li><li>➤ Fund arrangement mode (with documents) by the company for proposed set-up of brewery.</li><li>➤ Clearence certificate of Proposed Land for set-up of brewery from Registration, Revenue &amp; Land Department.</li><li>➤ Clearence certificate from water resource department under the relevant Act &amp; Rules.</li><li>➤ Clearence Certificate from Pollution Control Department under relevant Act &amp; Rules.</li><li>➤ Environmental Clearence from Govt. Of India.</li><li>➤ Conscent letter from concerned Gram Sabha or authority regarding</li></ul>		
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		<p>proposed establishment of brewery.</p> <ul style="list-style-type: none"> <li>➤ Affidavit regarding no dues of excise or any other Government Department.</li> <li>➤ Affidavit regarding company not black listed in any state.</li> <li>➤ Three Blue Print Map Of Proposed Brewery with marked spaces consisting signature of Applicant, Enquiry Officer, District Excise Officer &amp; Deputy Commissioner of district</li> <li>➤ Sales Tax Registration &amp; Sale tax Clearance Certificate from the concerned Sales Tax Authority where firm is presently working and also NOC from proposed area sales tax officer.</li> <li>➤ Fire Proof Certificate of Proposed Brewery from Competent Authority.</li> <li>➤ Excise Officer's enquiry Report.</li> <li>➤ Self-attested Aadhaar Card/Pan Card &amp; Rent Agreement</li> </ul> <p><b><u>Incase Of Partnership Firm</u></b></p> <ul style="list-style-type: none"> <li>➤ Registered Partnership Deed.</li> <li>➤ Joint consent of every partners regarding establishment of brewery.</li> <li>➤ General Power of Attorney to the applicant by the Partners to the applicant for excise purpose.</li> <li>➤ List of Partners with Local &amp; Permanent Address Proof.</li> </ul>		
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		<p>rank of S.D.O./D.S.P. issued within six months from the date of application.</p> <ul style="list-style-type: none"> <li>➤ Character Certificate Of every Proprietor Issued by the officer not below the rank of S.D.O./D.S.P. issued within six months from the date of application.</li> <li>➤ Declaration Of Firm's Proprietor that who will represent in Excise Department.</li> <li>➤ Project Report of Proposed brewery.</li> <li>➤ Fund arrangement mode (With documents) by the Firm for proposed set-up of brewery.</li> <li>➤ Clearance certificate of Proposed Land for set-up of brewery from Registration, Revenue &amp; Land Department.</li> <li>➤ Clearance certificate from water resource department under the relevant Act &amp; Rules.</li> <li>➤ Clearance Certificate from Pollution Control Department under relevant Act &amp; Rules.</li> <li>➤ Environmental Clearance from Govt. Of India.</li> <li>➤ Consent letter from concerned Gram Sabha or authority regarding proposed establishment of distillery.</li> <li>➤ Affidavit regarding no dues of excise or any other Government Department.</li> <li>➤ Affidavit regarding Firm is not black listed in any state.</li> </ul>		
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		<ul style="list-style-type: none"> <li>➤ Sales Tax Registration &amp; Sale tax Clearance Certificate from the concerned Sales Tax Authority where firm is presently working and also NOC from proposed area sales tax Officer.</li> <li>➤ Three Blue Print Map Of Proposed Brewery with marked spaces consisting signature of Applicant, Enquiry Officer, District Excise Officer &amp; Deputy Commissioner of district</li> <li>➤ Fire Proof Certificate of Proposed Brewery from Competent Authority.</li> <li>➤ Self-attested Aadhaar Card/Pan Card &amp; Rent Agreement</li> </ul>		
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			<b>21 working days</b>	D.C. Of concerned District.
D.C. will submit detail report to commissioner with their recommendation				D.C. Of concerned District.
Commissioner will verify the submitted report			<b>14 working days.</b>	Excise Commissioner
After the satisfactory report commissioner will grant sanction letter to the D.C.				Excise Commissioner
After getting the sanction letter				D.C. & District Excise Officer.

D.C. after deposit of license fee issue the Licence to the concerned and intimate it with e.mail and Applicant can collect the licence from District Excise Office.				
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