

4657

Checklist for L-17/L-17F, L-18/L-18F & L-19/L-19F License

Sl.	Document
1	copy of lease deed/rent agreement /OWNERSHIP/CONVEYANCE DEED of business premises
2	SITEPLAN/BLUEPRINT OF SITE PLAN OF Business Premises (ISSUED BY THE ARCHITECT IN ORIGINAL)
3	Fire Fighting Certificate / Fire NOC / Fire Affidavit (as applicable)
4	Fire insurance OF Business Premises
5	Health & Trade License issued by NDMC / MCD / Airport Health Org.
6	Certificate of Registration for Eating House License by DCP (Licensing)
7	Affidavit regarding seating capacity
8	Proof of Indian Nationality (Aadhaar/Passport)
9	Details of the Excise Nominee along with the ID proof
10	Affidavit regarding True & Correct Statement
11	Document showing commercial status of premises
12	Other Documents
13	Solvency Certificate
14	Copy of PAN Card & I.D. Proof along with photograph and Address proof of the Leaseholder / Owner of premises
15	Copy of PAN Card in case of firm/company, as applicable
16	Affidavit under section 13 of Delhi Excise Act, 2009 and Rule 23 & 35 of Delhi Excise Rules, 2010
17	Memorandum & Article of Association of the company / Partnership deed under the Partnership Act, 1932 / Certificate of Registration in the Cooperative Society / Partner

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	shipDeedunderLimitedLiability Act,2008/ resolution passed by Board of Directors
18	ListofDirectors/partners/membersofthecompany/firm/societyor form-32incaseofchange from MOA.(AS APPLICABLE)
19	Board Resolution/Proof of Authorization in favour of applicant to apply for Excise license.
20	Registration certificate with Department of Trade and Taxes, GNCTD for VAT
21	Food Safety License(FSSAI)
22	Affidavit regarding submission of Police clearance certificate as per Sec13oftheDelhiExciseAct, 2009 (within 30 days of grant of license)
23	Official Communication Details i.e. Name of Directors/Partners,Official Mail ID ,Contact Number, Address etc.
24	Police Clearance Certificate