

470/c

Check List of L-29 License

Sl.	Document
1	copy of lease deed/rent agreement /OWNERSHIP/CONVEYANCE DEED of business premises
2	SITEPLAN/BLEPRINTOFSITEPLANOFBusinessPremises(ISSUEDBYTHEARCHITECT IN ORIGINAL)
3	Affidavit regarding seating capacity
4	Proof of Indian Nationality (Aadhaar/Passport)
5	Details of the Excise Nominee along with the ID proof
6	Affidavit regarding True & Correct Statement
7	Document showing commercial status of premises
8	Other Documents
9	Other Documents
10	Copy of PAN Card & I.D. Proof along with photograph and Address proof of the Lease holder/Owner of premises
11	Copy of PAN Card in case of firm/company, as applicable
12	Affidavit under section 13 of Delhi Excise Act, 2009 and Rule 23 & 35 of Delhi Excise Rules, 2010
13	Memorandum & Article of Association of the company/ Partnership deed under the Partnership Act, 1932/ Certificate of Registration in the Cooperative Society/ Partnership Deed under Limited Liability Act, 2008/ resolution passed by Board of Directors
14	List of Directors/partners/members of the company/firm/society or form-32 in case of change from MOA. (AS APPLICABLE)
15	Board Resolution/ Proof of Authorization in favour of applicant to apply for Excise license.
16	Registration certificate with Department of Trade and Taxes, GNCTD for VAT
17	Affidavit regarding submission of Police clearance certificate as per Sec 13 of the Delhi Excise Act, 2009 (within 30 days of grant of license)
18	Official Communication Details i.e. Name of Directors/Partners, Official Mail ID, Contact Number, Address etc.