



(ii) Flat/Door/Block No.

(iii) Road/Street/Lane

(iv) Village/Area/Locality

(v) Block/Taluk/Sub-Division/ Town

(vi) Post office

(vii) City/District

(viii) State/Union Territory

(ix) PIN

(x) Telephone Nos.: (Please see instruction No.8)

(xi) Fax No. (Please see instruction No. 8)

xii) E-mail Address

6. Define boundaries of the premises to be Registered (Please see instruction No.9)

(i) North

(ii) East

(iii) West

(iv) South

7. Details of property holding rights of the Registrant with respect to the premises sought to be Registered (tick only one box)

Ownership  Lease/Rent

If owned whether mortgaged/ hypothecated: Yes  No

8. Estimated investment in land, plant and machinery (Rupees in Lakh):

9. Address of Head Office if different from that given at S.No. 5 above

(i) Name of Premises/Building

(ii) Flat/Door/Block No.

(iii) Road/Street/Lane







(i) \_\_\_\_\_ (ii) \_\_\_\_\_ (iii) \_\_\_\_\_

15. Major excisable goods used in the manufacture of final product (description and CETSH)  
(Please see instruction No. 15)

(i) \_\_\_\_\_ (ii) \_\_\_\_\_ (iii) \_\_\_\_\_

-

**DECLARATION**

I, \_\_\_\_\_ hereby declare that the information given in this Application Form is true, correct and complete in every respect and that I am authorised to sign on behalf of the Registrant.

(Please tick appropriate box)

(a) For new Registration/Amendment to Registration Certificate

I would like to receive the Registration Certificate

–

by mail at the address specified at S. No. \_\_\_\_\_ of Part-I

by Hand

(b) **For amendments to information pertaining to existing Registrant**

The above mentioned amendments are with effect from

  /   /    

(Signature of the applicant/authorised person with

stamp)

(Please see instruction No. 16)

Date:

Place:

**ACKNOWLEDGEMENT**

(To be given in the event Registration Certificate is not issued at the time of receipt of Application for Registration)

I hereby acknowledge the receipt of your Application Form

(a) **For new Registration / amendments to existing Registration Certificate**

As desired, the New Registration Certificate will be sent by mail/ handed over to you in person on

  /   /    

(b) **For amendments to information pertaining to existing Registrant**



- 10) If there are more than one authorized persons, information is to be provided in respect of all in a separate sheet in the same box format.
- 11) In case the Registrant has more than one Bank Account, for transacting his business, only two accounts with the maximum transactions must be mentioned.
- 12) The details relevant to the Registrant only are to be filled. The details of businesses carried out from other premises need not be filled.
- 13) If the status of the company is shown as Registered Company in Part I 4, then the information in Part II 12 (iv) is mandatory.
- 14) The maximum number of persons, whose details are to be provided, should not exceed seven. In the case of a partnership firm, details of partners are to be provided; in case of Registered /unregistered company, the details of its Chief Executive Officer /Chairman and Managing Director/Managing Director/Chairman/ key Directors as per relevance are to be provided; in the case of Society, the details of its President, key Executive Members, are to be provided; in case of any other type of business, the details of key personnel engaged in management of the business are to be provided. If more names are to be provided the information shall be provided in respect of all in a separate sheet in the same manner.
- 15) The details of the three major excisable goods/inputs likely to be manufactured/used/traded should be mentioned.
- 16) The instructions in respect of the person signing the Application for registration are as under:
  - (a) The Application may be signed by the Registrant himself or by his authorised agent having general power of attorney.
  - (b) The person signing the Application must be a holder of Permanent Account Number (PAN) allotted by the Income Tax Department.
  - (c) In case of unregistered partnerships, all the partners should sign the application.
  - (d) In case of registered Partnership the Managing Partner or other partners so authorised in the Partnership Deed may sign the application.”;