

**1. Documents required for New Trading License:**

❖ **All documents should be self attested**

- a) Land allotment paper with upto date revenue payment.
- b) Lease agreement paper (**in case of person not having land**)
- c) Stamp size photo - 2 nos
- d) ST certificate
- e) Aadhaar Card or any ID proof
- f) Verification of Councilor from the business area is mandatory.
- g) Food Safety Certificate from the Health Department in case.(**in case of food business**)

**2. Documents required for Renewal Trading License:**

- a) Old original trading license (issued earlier to be enclosed )
- b) Stamp size photo - 2 nos
- c) ST certificate
- d) Aadhaar Card or any ID proof
- e) Verification of Councilor from the business area is mandatory

**3. Documents required for Temporary Trading License:**

- a) Stamp size photo - 2 nos
- b) ST certificate
- c) Aadhaar Card or any ID proof
- d) Verification of Councilor from the business area is mandatory.

**1. Documents required for New Trading License:**

❖ **All documents should be self attested**

- a) Land allotment paper with upto date revenue payment.
- b) Lease agreement paper (**in case of person not having land**)
- c) Stamp size photo - 2 nos
- d) ST certificate
- e) Aadhaar Card or any ID proof
- f) Verification of Councilor from the business area is mandatory.
- h) Food Safety Certificate from the Health Department.(**in case of food business**)

**2. Documents required for Renewal Trading License:**

- a) Old original trading license (issued earlier to be enclosed)
- b) Stamp size photo - 2 nos
- c) ST certificate
- d) Aadhaar Card or any ID proof
- e) Verification of Councilor from the business area is mandatory

**3. Documents required for Temporary Trading License:**

- a) Lease agreement paper
- b) Stamp size photo - 2 nos
- c) ST certificate
- d) Aadhaar Card or any ID proof
- e) Verification of Councilor from the business area is mandatory

**1. Documents required for New Trading License:**

❖ **All documents should be duly self attested**

- a) Land allotment paper with upto date revenue payment.
- b) Lease agreement paper (**in case of person not having land**)
- c) Stamp size photo - 2 nos
- d) ST certificate
- e) Aadhaar Card or any ID proof
- f) Verification of Councilor from the business area is mandatory.
- g) Food Safety Certificate from the Health Department.(**in case of food business**)

**2. Documents required for Renewal Trading License:**

- a) Old original trading license (issued earlier to be enclosed)
- b) Stamp size photo - 2 nos
- c) ST certificate
- d) Aadhaar Card or any ID proof
- e) Verification of Councilor from the business area is mandatory

**3. Documents required for Temporary Trading License:**

- a) Stamp size photo - 2 nos
- b) ST certificate
- c) Aadhaar Card or any ID proof
- d) Verification of Councilor from the business area is mandatory

**4. Documents required for Change of proprietor/ firm name:**

- a) Deed of Gift
- b) Affidavit from Magistrate
- c) Police verification
- d) Clearance certificate from concerned Bank.

**5. Documents required for Change of proprietor/ firm name:**

- a) Deed of Gift
- b) Affidavit from Magistrate
- c) Police verification
- d) Clearance certificate from concerned Bank.

**6. Documents required for Change of proprietor/ firm name:**

- a) Deed of Gift
- b) Affidavit from Magistrate
- c) Police verification
- d) Clearance certificate from concerned Bank.