

## **Mandatory documents list for Auto-renewal of license of Repairer of Weights and Measure**

1. ID Proof of the Applicant.
2. Copy of valid license issued/ renewed.
3. Surety bond of Rs.2000/-(two thousands only).
4. List of tool and Accessories.
5. Copies of verification/re-verification of test weights.
6. copy of 03 quarterly periodical returns submitted to the department.
7. Copy of Certificate of registration of industry/registration under Shops and Establishments Act.
8. Copy of document regarding Proprietorship /Registered partnership deed/ memorandum of association and articles of association along with list of directors.
9. Premises – copy of ownership documents/ registered rent or lease license agreement or lease agreement /NOC from the owner / NOC of the member if the premise is owned by family member.
10. Copy of income tax return/GST registration/Pan card.
11. Latest electricity bill.
12. Affidavit to the fact that applicant will abide by the provisions of the Act.
13. Online Self-declaration to the fact that no offence is pending against him in court or police station and has not violated any of the provisions of Legal Metrology Act, 2009 or rules made there under or any condition of the license previously issued to him or her.