

List of mandatory documents for Auto-renewal of Dealer license

1. ID Proof of the Applicant.
2. Importer registration in case of importing of Weights and Measures from outside.
3. Certification of Authority from Manufacturing company.
4. Copy of valid license issued/ renewed.
5. Copies of verification/re-verification of test weights.
6. copies 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.
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 any court or police station and he 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.