

DIPP EoDB FRAMEWORK: 2017

(DIPP Recommendation No. 386)

Procedures and List of Documents Required

B. License of Dealer of Weights and Measures-

1. Procedure:

- Any person desirous to obtain a license for Dealer of weights and measures may apply in the format appended (LD-1).
- Application to be submitted in the office of Local Senior Inspector/Inspector (Legal Metrology Officer).
- Local Senior Inspector/Inspector will conduct the inspection of premises proposed by the applicant and also the documents and will prepare a report.
- The report and recommendation along with the application will subsequently be sent to the respective Assistant Controller (Licensing Authority under delegated powers).
- The Assistant Controller, after examining the application and documents and finding it suitable for grant of License, may require the applicant to deposit the License fee of ₹ 100/- in the appropriate HEAD OF ACCOUNTS.
- Once the fee is deposited and copy thereof received in the Assistant Controller's office, the license will be issued in the prescribed format.

2. Documents to be annexed by the applicant-

- Identity and Address proof of the applicant/partners.
- Proof of the Date of Birth of applicant/partners.
- Ownership or tenancy document of the proposed premises.
- Location map (Chauhaddi) of the proposed premises.
- Partnership deed, in case of partnership firms.
- Affidavit to state that applicant would abide by the Legal provisions and the directions issued by the Controller.
- Affidavit to state that applicant had neither been punished by any Court nor is any criminal proceeding pending in any Court.
- Registration document of shop/establishment/municipal trade license, as the case may be.
- Copy of VAT/CST/GST Registration.
- Copy of PAN.