



OFFICE OF THE TURA MUNICIPAL BOARD
LICENSING DEPARTMENT

APPLICATION FORM FOR OBTAINING CERTIFICATE OF ENLISTMENT (TRADE LICENSE) FOR TRADES/CALLING

1. Application for Renewal/New License for the year _____
2. In case of New License, date of commencement of the trade : _____
In case of renewal, enclose copy of the last license fee receipt

3. Name/Style of Business _____
4. Address of Business _____

5. Area in Sq.feet : _____
6. Whether Air Conditioned : Yes/No.
7. Monthly Rent : _____
8. Name(s) of
 - i) Proprietor _____
 - ii) Father's/Mother's/Husband name _____
 - iii) Partners _____
 - iv) Director _____
 - v) Contact No. _____
9. Date and Place of Birth _____ / _____
10. Caste : Scheduled Caste/Scheduled Tribe/OBC/General.
11. Nature of Business _____
12. The H.P. of Motor in case of workshop or factory : **Upto 10 H.P./Above 10 H.P.**
13. S.S.I. Registration No., if any : _____

Declared that –

1) The statements are true to the best of my/our knowledge & belief. The License should be liable to be cancelled if anything false is detected. 2) There is no litigation Court Case involving myself/ourselves in respect of the business place concerned. 3) If contraventions of provisions under the Meghalaya Municipal Act and Bye Law No.I of the Tura Municipal Board arise and anything appears dangerous to life or health or likely to create nuisance, the provisional licenses granted earlier will be treated as cancelled. 4) A signboard written in English has been displayed at the business place.

Signature of the applicant with office seal

Documents to be submitted :- 1) One passport size photographs 2) Commercial tax plus house tax upto date (owner) 3) In case of rented shop (Commercial tax upto date along with NOC of land owner) 4) Caste Certificate 5) TNT License by Non-tribal applicants 6) House Holding Tax upto date 7) Election Identity Card 8) NOC from Development Committee 9) Consent to operate issued by the Meghalaya Pollution Control Board in case of motor vehicle Workshops/Lab/Pharmacy/ Restaurants/Hotels and other offensive and dangerous trades.