

<u>Renewal Of License Of Foreign Liquor Distributor (Excise Form-19C)</u>				
Steps	Verification	Documents/Information Needed At The Time Of Application	Time-Lines	Contact Person
Applicant Should Fill the Form With Relevant Documents				Deputy Commissioner Of Concerned District
Fill the required details by the Applicant by 10 th January.		<ul style="list-style-type: none"> ❖ Name Of Applicant & Photo. ❖ Father's Name of the applicant ❖ Local Address Of Applicant with address proof. ❖ E.mail Address. ❖ Name of style of business. ❖ Income Tax Clearence Certificate. ❖ Applicant must give declaration that he is ready to pay the annual license fee in advance. 		Deputy Commissioner Of Concerned District
Documents required with Application for Renewal Of Licence before 31 st March.		<p><u>In case Of Company</u></p> <ul style="list-style-type: none"> ➤ Resolution passed by the Board of Directors regarding proposed renewal of distributorship. ➤ General Power of Attorney to the applicant by the Authorised director of Board to the Applicant for Excise Purpose. ➤ List of Directors with DIN No. supported by Form-32 issued by Company Registrar. ➤ Certificate issued by Company Registrar regarding Company not in liquidation. ➤ Income Tax Clearence Certificate. ➤ Certified Licence copy of Distillery. 		

		<ul style="list-style-type: none"> ➤ Certified Copy of Labels approved where distillery is working. ➤ Rent Agreement Deed ➤ Affidavit regarding no dues of excise or any other Government Department. ➤ Affidavit regarding company not black listed in any state. ➤ Sale tax Clearance Certificate from the concerned Sales Tax Authority where company is presently working and also NOC from the authority of business area. ➤ Enquiry report of Excise Officer regarding performance during the year. ➤ Fire Proof Certificate from competent authority. ➤ Self-attested Aadhaar Card/Pan Card & Rent Agreement 		
Application Should be submitted at D.C. Office with all documents.				D.C. Of concerned District.
D.C. will verify the required documents and renew the licence.			10 working days	D.C. Of concerned District.