



SAMBALPUR MUNICIPAL CORPORATION: SAMBALPUR

Kachery road, Sambalpur, Odisha Pin:768001

SELF DECLARATION FORM FOR ISSUE / RENEWAL TRADE LICENSE

To

The Municipal Commissioner, Sambalpur.

Sir,

I am to request you to grant me trade licence / Renew trade licence. I hereby give the details pertaining to self assessment required u/s 194 or u/s 554 of OMC Act 2003.

| | | | | |
|-----|--|---|-------------|------------------|
| 1. | Name of the applicant | | | |
| 2. | Father's / Spouse's name | | | |
| 3. | Age: | Name of the "FIRM": | | |
| 4. | Present Postal address: | PO: _____ Dist. _____ Pin _____ | | |
| 5. | Email Id: | Mobile No: +91 | | |
| 6. | Permanent address: | | | |
| 7. | Purpose for which licence is required: | | | |
| 8. | Description of the premises/ place in respect of which license is required | | | |
| | (a) | Holding No. : | Ward No.: | |
| | (b) | Name of street: | | |
| | (c) | locality : | Land Mark : | |
| | (d) | Plot No : | Khata No: | Revenue village: |
| 9. | Owner of the Trade site (Please tick the appropriate box) | | self | Rent |
| 10. | If on rent Name of the owner | | | |
| 11. | Plinth areas proposed to be utilized for the trade/ operation | | | |
| 12. | Working hours | _____ AM/PM to _____ AM/PM & _____ AM/PM to _____ AM/PM | | |
| 13. | Number of workers proposed to be engaged/Proposed to be engaged | | | |
| 14. | Whether or not the place or premises proposed to be used for or carrying on the trade or operation for keeping any Articles referred to is a residential building. (Please tick the appropriate box) | | Yes | No |
| 15. | Period for which licence is required | | | |

DECLARATION

I do here by declare that the information furnished by me in the form are true to the best of my knowledge and belief and there is no danger to the lives and properties of the people residing nearby my business place. I undertake to take all necessary precautionary measure to maintain safety of highest order. If any accident takes place the Sambalpur Municipal Corporation will not be responsible for it.

Date ____ / ____ / ____

Signature of Applicant

DOCUMENTS REQUIRED TO BE SUBMITTED ALONG WITH APPLICATION

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|---|--|
| 1.Identity Proof(Voter ID / PAN CARD/AADHAR CARD /ETC. | |
| 2.Residential proof(Phone bill /Electricity Bill/Passport/Aadhar card/Gas connection ,Etc | |
| 3.Copy of Patta (Downloaded R.O.R from Bhulekh will not be accepted) | |
| 3.Copy of Agreement of trade site with owner(If applicant is not the owner of the site) | |
| 4.Copy of holding tax up to date payment receipt | |