

Form No. 1 (In Triplicate)		Affix Court Fee of Rs.10/-	
(See Rules 5, 8 and 14)			
Application for Registration and Notice of Occupation specified in section 6 and 7 and for Licence/Renewal of licence of a factory.			
1	Full Name & Postal Address and situation of factory Tel No. Fax No. Email ID		
2	If, already registered, month and year of registration		
3	Licence No., if granted		
4	Reference No. and date of latest approval of plans by the State Govt./Chief Inspector of Factories/Joint Chief Inspector/Deputy Chief Inspector of Factories		
5	A flow chart of manufacturing process supplemented by brief description of the process in its various stages. List of Raw Material used. Intermediate products, including emission of toxic gases etc. Finished product, by-products their quantities, method of storage and handling loading and transport and details of arrangement for the disposal of trade waste and effluents, control or eliminate them		
6	Particulars of Plans to be installed		
7	The period of which licence or renewal of licence is applied for		
8	Maximum Number of workers to be employed on any one day during the year.	Male :	
		Female :	
		Total :	
9	Installed power in H. P.		
10	Name and Residential address of Occupier.(Director/Partner/Proprietor) Date of Birth : Nationality : E-mail ID : Mobile No. :		
11	Signature of Occupier		
12	Name and Residential address of Manager Date of Birth : Nationality : E-mail ID : Mobile No. :		
13	Signature of Manager		
14	Amount of Fees Rupees	paid vide treasury challan/by book adjustment vide	Order No.
		Dated	
Explanations : 1. Occupier means Director/Partner or Proprietor as per Section 2 (n) of the Factories Act, 1948			
2. Licence renewal application shall be submitted for renewal at least two months in advance with license fees before the date on which license is due to expire.			
3. Any change in above information e.g. Change in factory Name, Change of Occupier Manager Change in Worker or Horse Power or both exceeding the upper limit by submitting the same form to this office.			
Note :- Latest copy of Partnership Deed/Articles & Memorandum of Association with list of Director/Proof of Occupier shall be enclosed.			