

EASE OF DOING BUSINESS

Application for REGISTRATION OF ESTABLISHMENT AS THE PRINCIPAL EMPLOYER IN FORM I UNDER CONTRACT LABOUR (REGULATION AND ABOLITION) ACT 1970 AND RULE 17 (1) OF THE ASSAM RULES, 1971.

Login as Registered user

After successful login,
"Apply for Services" --> "View all available services"

Click on "Common Application for Trade License Cum Registration Of Establishment Under The Assam Shops And Establishment Act 1971"

Apply Online

Fill up All the information correctly. Field with (*) mark is mandatory and "Submit" to proceed

Click on "Attach Annexure" and upload all the supporting documents (scan copy in PDF/JPEG format)

Make payment
(Only online mode is available)

Submit the online Form

Get output certificate/license
(SMS & Email alert to the applicant)

Required Documents to avail the service (Upload scanned copies of the original documents).

1. A copy of the Trade License issued by the local authorities.
2. A copy of the registered partnership deed in the case of a partnership Firm/ Establishment.
3. A copy of Address proof.
4. Copy of Id proof (Voter ID, Aadhar Card, Pan Card, Passport, of the Employer).
5. Self Declaration.
6. Copy of UBIN Certificate

Once all the supporting documents and payment details are submitted online, the Registration Certificate will be generated.