

EASE OF DOING BUSINESS

Application for Trade License Cum Registration Of Establishment Under The Assam Shops And Establishment Act 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. Attested copies of the appointment letter(s) issued to each of the permanent, temporary, casual, probationary, learner employees.
2. Self-Declaration
3. Copy of Id proof (Voter ID or Aadhar Card or Pan Card or Passport of the Employer)
4. Proof of ownership (Lease, Rent agreement of the property, Building permit/OC/Jamabandi copy)
5. Copy of UBIN Certificate

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