

Office Of The Councillors Of Tarakeswar Municipality

TARAKESWAR • HOOGHLY

Book No. **61**

Serial No. **6023**

Dated.....

FORM - J

(Under Rule - 81)

APPLICATION FOR CERTIFICATE OF ENLISTMENT

The West Bengal Municipal Act. 1993

(See Section 118)

(To be filled up in block letters)

Ward No.....

Year.....

To
The Chairman / Executive Officer,
Tarakeswar Municipality,

Sir,

I/We hereby apply for a renewal of certificate of Enlistment for carrying on Trade, Professional and Callings as stated below :-

1. Name(s) of applicant :
2. Name of Firm or Company :
3. Date / Expected date of commencement of business :
4. Residential address of the applicant(s) :
5. Address of the place of business where trade/Profession/calling is carried on including its Rent / Annual Valuation Rent / A.V. : Holding No.
Ward No. St. No.
Tarakeswar Municipality.
Rs.
6. Nature of Trade / Profession / Calling. :
7. (a) Address of workshop, if any. :
- (b) Address of Godown, if any. :
8. Particulars of immediate preceding year's certificate of enlistment under section 118 in case of renewal. :
9. Additional information, if any. :

I / We solemnly declare that : —

- (1) There is no litigation / Court case in my / our above mentioned premises where I/We are conducting business :
- (2) All information and statements as made above are true to my / our knowledge and belief.
- (3) Taxes / Fees under all other sections of the West Bengal Municipal Act, 1993 has been cleared by me / us.

I / We pray for issue/renewal of Certificate of Enlistment for the year.....

..... on payment of requisite application fee.

Yours faithfully,

Date

.....
Signature of the applicant (s)

with Office seal.

N. B. Documentary evidence in respect of the following is to be submitted :

In case of Company -

- (a) Incorporation certificate :
- (b) Rent Bill / Up-to-date tax receipt :
- (c) Consent letter of the owner :
- (d) Copy of the last year's Balance Sheet :
- (e) Copy of the last year's receipt of license fees paid to the Government.

In case of individual firm —

- (a) Letter Head :
- (b) Rent Bill / Up-to-date tax receipt :
- (c) Consent letter of the owner :
- (d) Copy of the last years's receipt of license fees paid to the Government.

Price Rs. 50/- (Rupees Fifty Only)

Number **DEPARTMENTAL REPORT**

Received the application from..... for issuing
renewal of Certificate of Enlistment for the year

Price Rs. 50/- (Rupees Fifty Only)

.....
Signature of the recipient with office seal.