

FORM-B
[See sub-rule (2) and (3) of Rule (4)]
Part I

APPLICATION FOR REGISTRATION & RENEWAL OF SHOPS AND ESTABLISHMENT

To,

The Registering Authority
Shops and Establishments
.....

Sir,

I beg to apply for registration/renewal of my shop/establishment under the Nagaland Shop and Establishment Act, 1986. Particulars about the shop/establishment are furnished in the statement below:-

STATEMENT

1. Name of shop/establishment
2. Postal address and exact location of shop/establishment
3. No. and date of previous certificate of registration. (certificate to be produce with application for Renewal)
4. Exact location of office, store room, godown, warehouse, or work place, if any attached to shop but situated in premises different from those of shop/establishment
5. Name of shop-keeper/employer
6. Residential address of shop-keeper/employer
7. Name of manager, if any, and his residential address
8. Name of partners and their residential address (if partnership concern)
9. Name and residential address of Directors (if a limited company).....
10. Category of establishment, i.e. whether a shop, commercial establishment, residential hotel, restaurant, eating house, theatre, cinema or other places of public amusement or entertainment
11. Nature of business
12. Date of commencement of business

13. Names of members of owner's family employed in the shop/establishment who lives with the owner and are dependent on him/her

Relationship :-

Males/Females :-

Adults/Child :-

Total :-

14. Total numbers of permanent employees:-

Males :-

Females :-

Adults/child :-

Total :-

15. Names of other persons employed

(i) In a managerial or confidential capacity

(ii) As a traveler, canvassers, messengers, watchmen or caretaker and

(iii) Exclusively in connection with customs, examinations, collection, dispatch, delivery or conveyance of good from or to booking office for transport by rail, road or air, dock wharves or airport (indicate sex and age in case of young persons)

16. Total numbers of employees

Adults :-

Males :-

Females :-

Child :-

Total :-

17. Declaration of weekly closing days (in case of a shop or commercial establishment)

I hereby declare that the above information is true to the best of my knowledge and behalf.

Yours faithfully,

Signature of shop-keeper/employer

Note: Item 3 should be filled in only when the office storeroom etc. is not separately registered under the Act. In respect of such store room etc. not separately registered particulars required under item No. 12, 13, 14 should be given separately for each office, store rooms etc. Total

FORM-B
Part II

Registration No.LBR/CISE.....

Date

CERTIFICATE OF REGISTRATION

Registration is hereby granted to

For the premises/establishment known as

Situated at..... to be used as shops/establishments under
section 36 (1) of the Nagaland Shops & Establishment Act, 1986.

**Chief Inspector Shops & Establishment
Nagaland, Kohima.**

Details of Registration/Renewals.

	Valid for Calendar year	Maximum No. of workers	Fees paid	Additional fee paid for late payment	T.V. No./Receipt No. with date	Signature of Issuing Authority
1	2	3	4	5	6	7
Registered Under Section 36(1)						
Renewed Under Section 36(1)						