

FORM - VIII

[Rule 17(4)]

**NOTICE FOR DAILY HOURS OF WORK AND INTERVALS
FOR REST**

Until further orders the following shall be the hours of work and intervals for rest and meals in respect of this shop/establishment –

Hours of work		Intervals for rest and meals		Remark if any
From	To	From	To	
1	2	3	4	5

Signature of the Shopkeeper/Employer

FORM - IX

Part – I

APPLICATION FOR REGISTRATION

SPACE FOR STAMP

[See Sub-Rule (1) of Rule 2-A]

To

The Registering Officer,

Shops & Establishment

Sir,

I beg to apply for registration of my shop/establishment under the Manipur Shops and Establishments Act, 1972. Particulars about the Shop/establishment are furnished in the statement below:

2 Revenue stamps worth .. are affixed with this application as the required fee for registration.

STATEMENT

- 1 Name of Shop/establishment, if any
- 2 Postal address and exact location of shop/establishment
- 3 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
- 4 Name of shopkeeper/employer
- 5 Residential address of shopkeeper/employer
- 6 Name of Manager, if any, and his residential address
- 7 Names of partners and their residential address (if a partnership concern)
- 8 Names and residential address of Directors (if a limited company)
- 9 Category of establishment, i.e. whether a shop, commercial establishments, residential hotel, restaurant, eating house, theatre cinema or other place of amusement or entertainment
- 10 Nature of business
- 11 Date of commencement of business
- 12 Name of members of owner's family employed in the shop/establishment who live with the owner and are dependent on him/her

Relationship	Adults	Young persons
Males		
Females		

Total

- 13 Names of other persons employed
 - (i) In a managerial or confidential capacity
 - (ii) As a traveller, canvasser, messenger, watchman or care taker and
 - (iii) Exclusively in connection with customs examination, collec

tion, despatch, delivery, or conveyance of goods from or to booking offices for transport by rail, road, or air, docks, wharves or airports (indicate sex and age in case of young persons)

14 Total number of employees

Adult	Young persons	Total
Male		
Female		

Total

15 Declaration of weekly closing days (in the case of a shop or commercial establishment)

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

Yours faithfully,

Date

Signature of shopkeeper/employer

Note

1 Item 3 should be filled only when the office store-room, etc are not separately registered under the Act. In respect of such store rooms which are not separately registered particulars registered under Items 12 and 13 should be given separately for each office, store-room etc.

2 If any item is not applicable enter 'not applicable'

Part - II

To be filled in by the office of Registering Officer under the Manipur shops and Establishments Act, 1972

tion, despatch, delivery, or conveyance of goods from or to booking offices for transport by rail, road, or air, docks, wharves or airports (indicate sex and age in case of young persons)

14 Total number of employees

Adult	Young persons	Total
Male		
Female		

Total

15 Declaration of weekly closing days (in the case of a shop or commercial establishment)

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

Yours faithfully,

Date

Signature of shopkeeper/employer

Note

1 Item 3 should be filled only when the office store-room, etc are not separately registered under the Act. In respect of such store rooms which are not separately registered particulars registered under Items 12 and 13 should be given separately for each office, store-room etc.

2 If any item is not applicable enter 'not applicable'

Part - II

To be filled in by the office of Registering Officer under the Manipur shops and Establishments Act, 1972

Registration Certificate

It is hereby certified that the
has been registered as under the Manipur
Shops and Establishments Act, 1972, this day
..... 20 and the registration No. is

Signature of Registering Officer

Change notified in Form on has been
registered

Seal Signature of Registering Officer

(i) Renewed upto Date

Registered No.

Signature of Registering Officer

(ii) Renewed upto Registration No.

Signature of Registering Officer

The first part of the Number shall be the name of the area in
which the shop/establishment is situated and the second part shall
be the serial number of the Register of shops and establishments
for the district concerned.