

SAMPLE FORM TO BE TYPED ON LETTER HEAD

Photograph

of the

applicant

P.P.E.L. - A
Rs.5/- Court Fee Stamp

Date :-

Name of the Police Station _____.

To,

The Commissioner of Police
Desk – X
Brihan Mumbai

Subject :- Application for the grant of Place of Public Entertainment licence for
conducting activity of _____.

Sir,

I undersigned Shri/Smt/kum _____
owner of Hotel M/s _____

would like to apply for grant of Place of Public Entertainment Licence of Class-A at the above
address. The place belongs to me taken on rent is on lease.

Details are as follows :-

- 1) Full Name :- _____
- 2) Occupation :- _____
- 3) Parentage :- _____
- 4) Age (Date of Birth and Place of Birth) :- _____
- 5) Nationality :- _____
- 6) (A) Residential Address :- _____
With telephone number :- _____
(B) Native Place Address :- _____
:- _____
- 7) (A) Full Name of the Establishment :- _____
& Address
- (B) Whether any other name is used for :- _____
the establishment
- (C) Whether applied in the past for :- _____
similar licence. If so, give details

- 8) Exact Nature of Amusement Activity :- _____
- 9) Copies of document attached whichever is applicable
- 1) Shops & Establishment
 - 2) Licence Eating House
 - 3) Grade Licence
 - 4) Health Licence in "Form B"
 - 5) F.L. III Licence & Map of establishment signed by supdt. of State Excise Department
 - 6) Copy of Partnership Deed, if partnership firm
 - 7) Rent receipt, if the place is on rent/lease.
 - 8) Tax Assessment/paid Receipt
 - 9) Certificate from Govt. Electrical Inspector or Govt. Approved Private Contractor regarding the safeness of electrical Fitting.
 - 10) Document from Fire Brigade to the effect that all precautionary measures are taken from public safety point of view.
 - 11) Certificate the effect that Fire Extinguishers is in proper condition & updated
 - 12) Certificate from M.T.N.L. that telephone is in working order or has been duly installed in the premises
 - 13) Site Plan showing religious, educational institution and hospital within a radius of 100 mtrs.
 - 14) Ownership document if the place is owned by the applicant
 - 15) Occupation/ Commencement Certificate of B.M.C. or certificate from B.M.C. stating "NO ACTION PENDING"
 - 16) Copy of Memorandum of Articles.
 - 17) Copy of the resolution under which authorised to sign and obtain the above licence from Police Department.

If any other documents are required the same will be submitted as soon as we are informed. Copies of above documents are attached herewith.

It is requested that necessary licence may kindly be granted. I will abide by the conditions of the licence.

Hoping you would do the needful at the earliest and obliged.

Thanking you,

Yours faithfully

(Full Name & Signature)