

Premises Licence
Rs.5/- Court Fee Stamp

From :- M/s _____

Date :-

Name of Police Station _____

To,

The Commissioner of Police
Desk – X (The Theatre Branch),
Brihan Mumbai

Subject :- Application for the grant of Premises Licence & Performance Licence for
conducting amusement activity of _____.

Sir,

I undersigned Shri/Smt/kum _____

owner of Hotel M/s _____

would like to apply for grant of Premises Licence at the above address. The place belongs to me / is
taken on rent /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 (if any) _____
- (B) Native Place Address with name :- _____
of Police Station. _____
- 7) Full Name of the Establishment :- _____
& Address _____
- 8) (A) Whether the applicant applied for a :- _____
premises/Performance Licence in the in
the past, if so for which place and when
with what result.
- (B) If the applicant was holding any :- _____
Police Licence/Premises Licence in the
past whether the said licence was ever
suspended cancelled/ revoked. If so give
details with copy of the said order.
- 9) Exact Nature of Amusement Activity :- _____

10) Certified and attested copies of update documents 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 & copy of plan approved by Supdt. Excise for restaurant premises
- 6) P.P.E.L
- 7) Copy of Partnership Deed, if partnership firm
- 8) Rent receipt, if the place is on rent/lease.
- 9) Tax Assessment/paid Receipt
- 10) Certificate from Govt. Electrical Inspector or Govt. Approved Private Contractor regarding the safeness of electrical Fitting.
- 11) Document from Fire Brigade to the effect that all precautionary measures are taken from public safety point of view.
- 12) Certificate the effect that Fire Extinguishers is in proper condition & updated
- 13) Certificate from M.T.N.L. that telephone is in working order and has been duly installed in the premises.
- 14) Site Plan showing religious, educational institution and hospital within a radius of 100 mtrs.
- 15) Ownership document if the place is owned by the applicant
- 16) Occupation/ Commencement Certificate of B.M.C. or certificate from B.M.C. stating "NO ACTION PENDING"
- 17) Copy of Memorandum of Articles.
- 18) Copy of the resolution under which authorised to sign and obtain the above licence from Police Department.
- 19) N.O.C. from B.M.C. Department & Health Department of M.M.C. if pace is submitted on Mezzanine floor.
- 20) Proposed location & Site Plan indicating the place for Stage for Orchestra or Discotheque, etc. (size of stage 10 x 12 feet) & specification about internal arrangement in Hotel, with their admeasuring area, the floor etc. and duly signed by the architect with date.

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

It is requested that necessary licence may kindly be granted. I will abide the conditions of the licence and provisions of prescribed rules and order issued by licensing authority from time to time. Hoping you would do the needful at the earliest and oblige.

Thanking you,

Yours faithfully

(Full Name & Signature)