

झारखण्ड सरकार  
नगर विकास एवं आवास विभाग

**संकल्प**

विषय :- संशोधित झारखण्ड नगरपालिका व्यापार अनुज्ञप्ति (लाईसेंस) विनियमावली, 2018 की स्वीकृति के संबंध में।

2-873 (अ)  
01/06/18 संकल्प संख्या- SUDA/AMRUT/37/2017-5169, दिनांक 11.08.2017 द्वारा संशोधित झारखण्ड नगरपालिका व्यापार अनुज्ञप्ति विनियमावली, 2017 (Revised Jharkhand Municipal Trade License Regulation, 2017) का गठन किया गया है। इसके अंतर्गत शहरी स्थानीय निकाय क्षेत्र में व्यापार प्रारंभ करने से पूर्व लाईसेंस प्राप्त करने हेतु विनियमावली बनायी गयी है।

2. Regulation के कंडिका 21.1 के आलोक में नगर विकास एवं आवास विभाग, झारखण्ड, राँची समय-समय पर आवश्यकतानुसार इस विनियमावली में आवश्यक संशोधन करने के लिए स्वतंत्र होगा।

3. इस विनियमावली की कंडिका 6 एवं 8 में निम्नलिखित संशोधन करते हुए व्यापार अनुज्ञप्ति Form में क्रमांक-08 को सम्मिलित किया जाता है :-

Clause No.	Existing Clause	Revised Clause																														
6.	<p>In Exercise of the Powers conferred under section 154 &amp; 155 (chapter 17) of the Jharkhand Municipality Act 2011, the fee structure to issue and renew the Municipal Trade License in Urban Local Bodies shall be levied according to built-up area of space in the premises used for commercial activities as specified in the table exhibited below.</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Built-up area (in sq.ft.)</th> <th>Rate Per Annum (Rs.)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>UP to 100</td> <td>300/-</td> </tr> <tr> <td>2</td> <td>101 to 500</td> <td>500/-</td> </tr> <tr> <td>3</td> <td>501 to 1000</td> <td>1,500/-</td> </tr> <tr> <td>4</td> <td>Above 1000</td> <td>2,500/-</td> </tr> </tbody> </table>	Sl. No.	Built-up area (in sq.ft.)	Rate Per Annum (Rs.)	1	UP to 100	300/-	2	101 to 500	500/-	3	501 to 1000	1,500/-	4	Above 1000	2,500/-	<p>In Exercise of the Powers conferred under section 154 &amp; 155 (chapter 17) of the Jharkhand Municipality Act 2011, the fee structure to issue and renew the Municipal Trade License in Urban Local Bodies shall be levied according to built-up area of space in the premises used for commercial activities as specified in the table exhibited below.</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Built-up area (in sq.ft.)</th> <th>Rate Per Annum (Rs.)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>UP to 100</td> <td>300/-</td> </tr> <tr> <td>2</td> <td>101 to 500</td> <td>500/-</td> </tr> <tr> <td>3</td> <td>501 to 1000</td> <td>1,500/-</td> </tr> <tr> <td>4</td> <td>Above 1000</td> <td>2,500/-</td> </tr> </tbody> </table> <p><b>Sub Clause 6A:-</b> Municipal Trade license, may be granted for minimum 1 Year &amp; maximum for 5 Years. <b>Sub Clause 6B:-</b> If Trade License is applied for the period more than 1 Year, fees for each year will be calculated as per above table ( Rule 6) to be paid lump sum.</p> <p>However, no License fees will be refunded or charged additional from license during license period; if there is any amendment in Rule 6 of Municipal Trade License Fees.</p>	Sl. No.	Built-up area (in sq.ft.)	Rate Per Annum (Rs.)	1	UP to 100	300/-	2	101 to 500	500/-	3	501 to 1000	1,500/-	4	Above 1000	2,500/-
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8.	<p>In exercise of the powers conferred under section 483 &amp; 484 (chapter 4) and 548 (Chapter 45) of the Jharkhand Municipality Act</p>	<p>In exercise of the powers conferred under section 483 &amp; 484 (chapter 4) and 548 (Chapter 45) of the Jharkhand Municipality Act 2011, until granted license is renewed, the grantee shall be deemed to</p>																														

<p>2011, until granted license is renewed, the grantee shall be deemed to be without a license or permission. Every license shall expire at the end of the 12 months from the issue date of license. The grantee needs to apply for renew the license before 1 month from the date of expiry. Normally, there will not be an inspection of the trade premises for renewal. However, tax Daroga may carry out random inspection after the municipal trade license has been renewed as per the order of approval authority. Original municipal trade license will be mandatory document to renew the trade license to urban local body. On the advent of online Municipal Trade license Management, the grantee may renew its municipal trade license though this online application.</p>	<p>be without a license or permission. Every license shall expire at the end of validity period for which it has been granted. The grantee needs to apply for renew the license before 1 month from the date of expiry. Normally, there will not be an inspection of the trade premises for renewal. However, Designated Officer may carry out random inspection after the municipal trade license has been renewed as per the order of approval authority. Original municipal trade license will be mandatory document to renew the trade license by the urban local body. After the advent of online Municipal Trade License Management, the grantee may renew its municipal trade license though this online application.</p>
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4. प्रस्ताव एवं संकल्प प्रारूप पर विभागीय मंत्री की सहमति प्राप्त है।

आदेश : आदेश दिया जाता है कि इस संकल्प को राजकीय गजट के आगामी अंक में प्रकाशित किया जाए।

झारखण्ड राज्यपाल के आदेश से,

( अरुण कुमार सिंह )

सरकार के अपर मुख्य सचिव ।

ज्ञापांक— SUDA/AMRUT/37/2017..... 2873 (3139), राँची, दिनांक— 04/06/18

प्रतिलिपि—अधीक्षक, राजकीय मुद्रणालय, डोरण्डा, राँची को सूचनार्थ एवं राजकीय गजट के आगामी असाधारण अंक में प्रकाशनार्थ प्रेषित/नोडल पदाधिकारी, ई-गजट, नगर विकास एवं आवास विभाग, झारखण्ड, राँची को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

सरकार के अपर मुख्य सचिव ।

ज्ञापांक— SUDA/AMRUT/37/2017..... 2873 (3139), राँची, दिनांक— 04/06/18

प्रतिलिपि— माननीय मुख्यमंत्री के प्रधान सचिव/माननीय विभागीय मंत्री के आप्त सचिव/मुख्य सचिव, झारखण्ड/ अपर मुख्य सचिव, नगर विकास एवं आवास विभाग/सभी अपर मुख्य सचिव/सभी प्रधान सचिव/सचिव/विभागाध्यक्ष, झारखण्ड/निदेशक, राज्य शहरी विकास अभिकरण/निदेशक, नगरीय प्रशासन निदेशालय/अध्यक्ष-सह-प्रबंध निदेशक, जुडको लि०/अपर सचिव, सभी संयुक्त सचिव, सभी उप सचिव, सभी अवर सचिव, नगर विकास एवं आवास विभाग/सभी आयुक्त, उपायुक्त, झारखण्ड/सभी शहरी स्थानीय निकायों के नगर आयुक्त, अपर नगर आयुक्त, विशेष पदाधिकारी, कार्यपालक पदाधिकारी को सूचनार्थ प्रेषित।

सरकार के अपर मुख्य सचिव ।

**APPENDIX - 1 : APPLICATION FORM**

**Form - A**

**Municipal Trade License Application**

..... **Municipal Corporation/ Municipal Council/ Nagar Panchayat**

Application for obtaining New Municipal License/  
Renewal of Municipal Licence/ Amendment in  
Municipal Licence Surrender of Municipal Licence  
under Section 455 of Jharkhand Municipal Act 2011

**(For Office use only)**

**Application No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Financial Year:** \_\_\_\_\_

**1. Firm Type (Please tick  )**

Proprietary  Partnership  Pvt. Ltd.  Public Ltd.  Other

**2. Application type (Please tick  )**

New License  Renewal  Amendment  Surrender

**3. Type of Ownership of Business Premises (Please tick  )**

Own Property  on Rent  on Lease   
(Attach Rent Agreement) (Attach Lease Agreement)

**4. Applicant Details (Please fill in CAPITAL LETTERS)**

Ward No.: .....

Name: .....

Father's Name: .....

Postal Address: .....

Mobile No.: .....

Pan No. (If Any): .....Aadhar Card no. (Mandatory): .....

E-mail ID (If Any): .....

**5. Details of Business (Please fill in CAPITAL LETTERS)**

Name of Business / Firm: .....

Name of Owner of Business Premises: .....

Address of Business Premises: .....

Ward No.: ..... Holding No. (Mandatory): ..... Area (In Sq. Ft.): .....

Items of Trade (Refer to Schedule of Jharkhand Municipal Corporation Act (2011)):

a) .....

b) .....

c) .....

d) .....

e) .....

Annual Turnover of Business: Rs: .....

(Attach Audited A/c {Balance Sheet / Profit & Loss A/c} is case of new business for all type of entity except proprietary firm whose annual turnover up to Rs. 12 lakhs)

Date of Establishment: .....

Pan No. (If Any): ..... TIN No. (If Any): .....Sales Tax No. (If Any): .....

Street Name: .....

Address: .....

**6. Electricity Connection Details**

K No.: ..... or BIND/ Book No.: .....Account No.: .....

**7. In the case of Amendment** (Refer to Schedule of Jharkhand Municipal Corporation Act, 2011)

List of Items of Trade to be Added:

a) .....

b) .....

c) .....

d) .....

e) .....

List of Items of Trade to be Deleted:

a) .....

b) .....

c) .....

d) .....

e) .....

**8. Trade License Apply For** (Please tick )

1 Year  2 Year  3 Year  4 Year  5 Year

List of Documents to be attached

Documents Description		
S. No.	For NEW LICENSE	Tick <input checked="" type="checkbox"/>
1	<b>In case trader applicant is the owner of business premises:</b> Enclose Land Possession Certificate/ Allotment Order/ Revenue Rent/ Sale Deed/ Correction slip Updated Holding Tax.	
2	<b>If applicant has no Land/ Building of his/her own.</b> Enclose Deed of Land Lease Agreement/ Rent Agreement/ Electricity Bill (In the Name Trade Applicant)/ Affidavit (Attested by Notary public)	
3	<b>If business requires License/ NOC/ clearance from appropriate agency</b> Enclose License/ NOC/ Clearance from respective department and Affidavit (Appendix 4)	
4	<b>If partnership Firm</b> Enclose Deed of Agreement	
5	<b>If Business is Pvt. Ltd. Or Ltd. Company</b> Enclose Registration Certificate incorporating under the companies Act 1956	

*Jharkhand Municipal Trade Licence Regulations, 2017*

6	Up-to-date Holding Tax Receipt	
7	Identity Proof of Trade applicant	
<b>For RENEWAL OF LICENSE</b>		
1	Current Year Holding Tax Receipt of Business Premises	
2	Copy of Previous Municipal Trade License	
<b>For AMENDMENT OF LICENSE</b>		
1	Previous Municipal Trade License	
2	An affidavit on Rs. 10/- Non-Judicial Stamp paper to the effect that amendment has being made	
<b>For SURRENDER OF LICENSE</b>		
1	Previous Municipal Trade License	
2	An affidavit on Rs. 10/- Non-Judicial Stamp paper to the effect that Municipal Trade License is being surrendered.	

I hereby declare that all the information mentioned above is true to me knowledge. In case of any discrepancy will be held responsible. Hence I request you to issue me the Municipal Trade License.

Date \_\_\_ / \_\_\_ / \_\_\_

(Applicant Signature)

