



# AMDAVAD MUNICIPAL CORPORATION

Gujarat Shops and Establishments  
(Regulation of Employment and Conditions of Service) Act, 2019

## FORM-A

(See rule 3)

### APPLICATION FOR REGISTRATION

Passport  
Size  
Photo

1	Name of the Establishment	:-	
2	Postal address and situation of the Establishment	:-	
3	Date of commencement of Business	:-	
4	Nature of Business	:-	
5	Address of the office, storeroom, godown warehouse or work place, if any, other than the above address, (should be field only when office, showroom, etc. is not separately registered under the Act.)	:-	
6	Name of the Employer	:-	
7	Residential Address of the Employer	:-	
	Status / Designation	:-	
	Mobile No. and e-mail Id	:-	
8	(1) Category of Establishment (Shop/Establishment)	:-	
	(2) Type of organization (i.e. Proprietor, Partnership, LLP Company / Trust / Co-operative Society / Board)		
9	Details of the Partner / Director / Trustee / Board and Society Members	Name and Residential Address	Mobile No. and e-mail ID
10	Name of the members of employer's family employed in the establishment	Name of the person	Relation
11	Manpower/Workers Details	Men	Women
	Persons working in Managerial / Supervisory/ Confidential Capacity		
	No. of workers other than above		
12	No. of apprentices under the Apprentices Act, 1961 (52 of 1961)		
	No. of contract labour		
	No. of part-time workers		
	Total		
13	PEC Number	:-	
14	PRC Number	:-	
15	Property Tenement Number	:-	

(P.T.O.)

## Self - Declaration

I/We hereby solemnly affirm and state that the business which I/We have started is not banned or prohibited by any labour laws, Rules, or Order of any labour Court or any competent authority under labour laws and the premises where I/we are conducting the said business is free from violation of any labour laws, Rules, Order of any labour Court or any Competent Authority under labour laws.

I/We hereby declare that the information provided above is true and correct to the best of my personal knowledge, information and belief, I am fully aware about the consequences of giving false information. If the information is found to be false, I shall be liable for prosecution and punishment under the Indian Penal Code (45 of 1860) and / or any other law applicable thereto.

I/We have obtained necessary labour laws related licenses, permissions, permit for the conduct of this business and the place of business from the appropriate Authority.

I/We shall be responsible and liable for legal action if the business is conducted without proper labour laws related license, permission, permit from the appropriate Authority.

I/We hereby declare that the copies attested by me are true copies of original documents. I am well aware of the fact that if the copies are found false/forged, I shall be liable for prosecution and punishment under the Indian Penal Code (45 of 1860) and/or any other law applicable thereto.

I/We undertake to abide by the provisions of the Gujarat Shops and Establishments (Regulation of Employment and Conditions of Service) Act, 2019 (Guj. 4 of 2019) and the Rules and orders passed thereunder by any Authority.

Date :

Place :

Name and Signature of Applicant

### Documents to be uploaded for New Registration (Form A) :-

- (1) Identity proof of the employer. (In case of legal statute such as company, etc. copy of Identity proof of responsible person under the respective Act).
- (2) Actual photo of the establishment displaying the interior and the Name Board at the appropriate place of the establishment.
- (3) Copy of the License, Registration which is mandatory under any other law from competent authority before starting of such business.
- (4) In case of business conducted in owned premises any one of the following :-
  - (i) Sale / Purchase Deed;
  - (ii) Current Property Tax paid Receipt;
  - (iii) Current Electricity bill; or
  - (iv) Current Society Maintenance Receipt.
- (5) In case of business conducted in rental / leased premises any one of the following documents :-
  - (a)
    - (i) Lease Agreement;
    - (ii) Leave and License Agreement; or
    - (iii) In case where the possession is held by way of any other order of the court or order of any competent authority, copy of such order and
  - (b) Any one document mentioned at Sr. No. (4) with respect to the owner of the establishment whose premises is rented or leased.
- (6) If the place of business is owned or leased or rented by any member of family or relative; No objection letter from such member or relative.
- (7) If the place of business is situated in any residential housing society; No objection certificate from the residential society or any such authority responsible for its maintenance.
- (8) All such documents wherever mentioned in the forms.