

<b>Client Contact Number</b>	
Phone	



Company Name :

Account Number :

Licenses Number :

SR Number (Request Number) :

License Renewal Charge :

- Manual Charge :
- License Fines :
- CIC Charge :

<b>Step (1):- Lease Section "<u>Lease Renewal Confirmation</u>"</b>		
<b>(Ground Floor- L&amp;L Counters)</b>		
<b>Facility Type:</b>		<b>Lease Expiry Date:</b>
<b>Step (2):- Finance Section "<u>Company Financial Statement</u>"</b>		
<b>( Ground Floor - Counter 17 &amp; 18)</b>		
<b>Step (3):- License Section "<u>License Renewal Requirements</u>"</b>		
<b>(Ground Floor- L&amp;L Counters)</b>		
<b>Insurance</b>	<b>Good Legal Standing</b>	<b>EHS-Environment Health &amp; Safety (Counter 81)</b>
<input type="checkbox"/> Workmen Insurance <input type="checkbox"/> TPL Insurance <input type="checkbox"/> Fire Insurance	<input type="checkbox"/> Submitted <input type="checkbox"/> Undertaking letter <input type="checkbox"/> Not Required	<input type="checkbox"/> OFC Renewed <input type="checkbox"/> Awaiting EHS Approval <input type="checkbox"/> Not Required
<input type="checkbox"/> License Renewal Only. <input type="checkbox"/> License Renewal with Amendment.	<b><u>Checked By</u></b>	