

ISSUING OF BUSINESS LICENSES (PFA AND NON-PFA)

All the licenses under section 324 of the HP Municipal Corporation Act, 1994 are issued by the Estate branch, Municipal Corporation Shimla on yearly basis.

PROCEDURE

For NON PFA categories any person can apply on a simple paper with a license fee of RS five to the estate branch specifying the type of the activity he wants to undertake. For PFA licenses one can apply to the Corporation Health Officer after producing medical fitness certificate of a competent authority.

The 1st timers or the persons applying for new business have to submit an affidavit specifying the particulars of owners of the premises in which the business is to be started. The person applying for licenses should not be encroacher and is required to register his name in the tax department of M.C. Shimla. This type of report can be sort from the Architect Planner branch of M.C. Shimla. The activities which required the availability of water must have commercial water connection.

For renewal of licenses old licenses is required at time of applying of renewal. For hotels, restaurants, Dhabas, Halwai Shops, Guest houses, Kerosene depot, Petrol pumps, Coal Companies, Cinema, Saw Machine, Theater, Scrap Shops, Motor workshops, etc. are required to have no objection certificate from fire department. For preparation of licenses every year two months are given i.e. the months of March and April during this period the applicants may apply for PFA and Non-PFA licenses. If the licenses are not prepared with in this period fine is impost on the persons validating by the laws.

Earlier, the business licenses use to be issued activities, articles wise specifying in part I and Part II of I Scheduled under section 324 of HPMC Act 1994. However, this processor was very cumbersome because all the articles were to be counted on every shop. Also this method use to met out disparity to the business community. To make the processor more simplified and acceptable unit wise license sing has been started in M.C. Shimla. For this the licenses are issued area wise as under:

Area	Licenses Fees
0 sqft. to 125 sqft.	Rs. 200/-

Above 125 sqft.	Rs. 300/-
For PFA licenses,	
Additional annual fees	Rs. 10 per articles
Others (as described below)	Rs. 500/-

It is immaterial that whether the shopkeeper is holding one activity or multiperhils activities. He is charges as above.

For Hotels (lodging houses, catering, bars) or restaurants, Guests houses, Gas companies, Coal companies, Departmental store, Private hospitals, Private Schools, other training centre, Back roller, Ice-Skating rings, Cinema, Theater, Out door shooting, Out door photographer, Motor workshop, Petrol pumps, Tent house, Travels agency, Laboratory Clinic, Circus and others such type of professional fees worth of Rs. 500/- per annum is charged.

The penalty for not having licenses is as under:-

After the expiry of	Amount of Fine
Within period	0
Within one month	50%
Within two months	75%
After three months to 31 st March	100%