

Sr. No.	Category of license	License Fee/levies	Documents required alongwith application	Granting Authority	Procedure
1	L-1 (Whole sale license for Indian made Foreign Liquor	As per Excise Policy of the relevant year	i) Application of applicant ii) N.O.C. from Fire iii) Copy of Lease Agreement iv) Copy of PAN and Aadhar Card v) Site Plan in Triplicate vi) Non-Conviction affidavit and Non defaulter affidavit vii) Authorization of 3 distilleries and Breweries viii) Partnership Deed & Copy of PAN Card in case of Firm ix) Copy of DD/GRN of Annual license fee and Security Amount	Collector, Excise	Applicant submits application in the office of concerned DETC (Excise) for grant of license . DETC after verification of the documents and required fee sends case to Head Office for grant of approval. In the Head Office, the case is examined by the excise branch and is put up for approval of ETC through AETO (Excise) & Collector (Excise).
2	L-13 (Whole sale license for Country Liquor	As per Excise Policy of the relevant year	i) Application of applicant ii) N.O.C. from Fire iii) Copy of Lease Agreement iv) Copy of PAN and Aadhar Card v) Site Plan in Triplicate vi) Non-Conviction affidavit and Non defaulter affidavit vii) Authorization of 3 Breweries viii) Partnership Deed & Copy of PAN Card in case of Firm ix) Copy of DD/GRN of Annual license fee and Security Amount	Collector, Excise	--do--

3	L-1B license (Wholesale license for Distillers of Haryana	As per Excise Policy of the relevant year	i) Application Fee ii) License Fee iii) List of Directors alongwith PAN Card & Address Proof iv) Board Resolution of Authozied Signatory v) Haryana GST/VAT Number. vi) Copy of Distillery License/Bottling License certified by Excise Dept. vii) Company's PAN Card viii) Last 3 year ITR of the company. ix) NOC from Fire Department x) Non Conviction Affidavit xi) Triplicate copy of site plan singed by the authorized signatory xii) Memorandum & Articles of Association of the Company	Collector, Excise	--do--
4	L-1B1 license (Wholesale license for Brewery/Winery of Haryana	As per Excise Policy of the relevant year	i) application of the applicant ii) list of Board of directors along with copy of adhar card. Iii) Pan card of Company iv) Copy of B-1 license. V) copy of label approval letter. Vi) NOC received from MCF Fire Department NOC. Vii) site plan tripilcate viii) Applied for CST No. (VAT). ix) copy of rent agreement. x) Non convection affidavit. xi) copy of memorandum of article.	Collector, Excise	--do--

5	L-1-B1-A license (Wholesale license for Ready to Drink Beverages)	As per Excise Policy of the relevant year	i) Application of the applicant. Ii) Rent agreement. Iii) NOC from Fire Department. Iv) Memorandum of Articles of Association. V) Non-conviction affidavit from Proprietor. Vi) Power of Attorney. Vii) Copy o NOC from Landlord. Viii) Cop of FSSAI Certificate. ix) Copy of registration under HVAT Act, and CST Act. x) Copy of change of land use. xi) List of Directors. xii) Copy of Bottling Agreement. xiii) Registration Certificate of Company. xiv) Photocopy of license for the manufacturing of Portable Liquor. xv) Copy of PAN of applicant. xvi) Site Plan in triplicate duly signed by the applicant. xvii) NOC from Municipal Corporation.	Collector, Excise	--do--
6	L-1-AB license (Wholesale license for Non Distillers of Haryana)	As per Excise Policy of the relevant year	i)License Fee ii) Copy of Rent agreement iii) Copy of NOC of Fire Station iv) Copy of Affidavit for non conviction and non defaulter. v) Photocopy of PAN card of Company vi) Copy of VAT Registration	Collector, Excise	--do--

			vii) Copy of GST Registration viii) Photocopy of PAN Card & Aadhar Card for both Partners ix) List of Partners x) Three Sets of proposed site Plan duly signed by the applicant xi) Authority Letter xii) Exclusive Rights for sale of IMFS Brand in the State of Haryana xiii) Copy of application for grant of L-1AB license		
7	L-10B license (Retail license of Imported Foreign Liquor in shopping complex)	As per Excise Policy of the relevant year	i) License Fee as per Excise Policy ii) Request Letter iii) Copy of Fire NOC iv) Copy of Application for Trade License from Municipal Corporation, v) Copy of GST Registration vi) Copy of FSSAI License vii) ID Proof and Residence Proof of Authorized signatory viii) Copy of Lease Deed ix) Site Plan in Triplicate duly singed by the Authorized Signatory x) Non-Conviction Affidavit of authorized Signatory xi) List of Directors xii) Copy of Authority Letter xiii) Copy of Partnership Deed	Collector, Excise	--do--

8	L-9 license (Canteen Store Department for retail sale)	As per Excise Policy of the relevant year	i) Application for grant of license. ii) Fire NOC issued by officer in charge of Depot. Iii) Triplicate copy of site plan signed by the authorized signatory, verified DETC(Ex.), attested by the AETO(X).	Collector, Excise with prior approval ETC (FC)	--do--
9	L-12 A license (Temporary license for marriage/events)	As per Excise Policy of the relevant year	i) NOC from the Police Commissioner, Gurugram. ii) NOC from Deputy Commissioner, Gurugram. iii) NOC from the Municipal Corporation, Gurugram. iv) NOC from o/o DETC(ST), Gurugram(East). V) Affidavit from authorized signatory. Vi) ID and residence proof of director. vii) Memorandum of Articles of Association of the company. viii) GST Registration, PAN of the company. ix) Proposed site plan which is duly signed by the applicant and verified by the Excise Inspector.	Collector, Excise	--do--
10	L-17 license (License for denatured spirit Vend)	As per Excise Policy of the relevant year	i) Application for grant of license. ii) Non consumption affidavit iii)Rent Agreement. iv) NOC from Municipal Corporation. v) NOC Fire. vi) NOC Civil Surgeon. vii) ID Proof.	Collector, Excise	--do--

			viii) Triplicate copy of site plan signed by the authorized signatory, verified DETC(Ex.), attested by the AETO(X). Ix) Trade license issued by Municipal Corporation. x) License Fee.		
11	L-11 license (Bottling License for Indian Made Foreign Liquor)	As per Excise Policy of the relevant year		Excise and Taxation Commissioner	--do--
12	S-1 License (License for Winery)	As per Excise Policy of the relevant year		Collector, Excise	--do--
13	L-4/L-5 License (Bar License for restaurant)	As per Excise Policy of the relevant year	i) Application for grant of license . ii) Registration of HVAT/GST. iii) N.O.C. from Fire. iv) Copy of Lease Agreement. v) DLC Recommendation. vi) Copy of PAN and Aadhar Card of the Directors. vii) Copy of PAN of the Company. viii) List of Employees. Ix) Photographs of Restaurant. x) Triplicate copy of site plan signed by the authorized signatory, verified DETC(Ex.), attested by the AETO(X). xi) Copy of FSSAI. xii) Copy of Non-Conviction affidavit. xiii) Copy of Trade license. xiv) Copy of Memorandum & Articles of Association. xv) List of Directors.	Collector, Excise	--do--

14	L-12 G License (Bar license for Golf club)	As per Excise Policy of the relevant year	i) Application of the applicant. ii) Registration of HVAT/GST. iii) N.O.C. from Fire. iv) Copy of Lease Agreement. v) DLC Recommendation. vi) Copy of PAN and Aadhar Card of the Directors. vii) Copy of PAN of the Company. viii) List of Employees. ix) Photographs of Restaurant. x) Site Plan in Triplicate. xi) Copy of FSSAI. xii) Copy of Non-Conviction affidavit. xiii) Copy of Trade license. xiv) Copy of Memorandum & Articles of Association. xv) List of Directors. xvi) NOC from the Police Commissioner, Gurugram. xvii) NOC from Deputy Commissioner, Gurugram. xiii) NOC from the Municipal Corporation, Gurugram.	Collector, Excise	--do--
15	L-12 C License (Bar license for club)	As per Excise Policy of the relevant year	i) Application of the applicant. ii) Registration of HVAT/GST. iii) N.O.C. from Fire. iv) Copy of Lease Agreement. v) DLC Recommendation. vi) Copy of PAN and Aadhar Card of the Directors. vii) Copy of PAN of the Company. viii) List of Employees. ix) Photographs of Restaurant.	Collector, Excise	--do--

			x) Site Plan in Triplicate. xi) Copy of FSSAI. xii) Copy of Non-Conviction affidavit. xiii) Copy of Trade license. xiv) Copy of Memorandum & Articles of Association. xv) List of Directors.		
16	S-1B License (license for wine taste)	As per Excise Policy of the relevant year		Collector, Excise	--do--
17	L-10 C License (License for Microbrewery)	As per Excise Policy of the relevant year	i) Application of the applicant. ii) Purchase Invoice of Beer Brewing Equipments. iii)List of Machinery. iv) Resolution of Board of Directors for installation of Micro Brewery. v) Copy of brief process of manufacturing of Beer. vi) Copy of Beer Flow Chart. vii) Copy of DD for security and license fee. viii) Triplicate copy of site plan signed by the authorized signatory, verified DETC(Ex.), attested by the AETO(X). Ix) Copy of Fire NOC. x) Copy of lease agreement. xi) Copy of Authority Letter. xii) Copy of Brewery Capacity Calculation Chart. xiii) Copy of license grant/renewal of L-4/5.	Collector, Excise	--do--

18	L-10 E License (License for Pub License)	As per Excise Policy of the relevant year	i) Application for grant of license . ii) Registration of HVAT/GST. iii) N.O.C. from Fire. iv) Copy of Lease Agreement. v) DLC Recommendation. vi) Copy of PAN and Aadhar Card of the Directors. vii) Copy of PAN of the Company. viii) List of Employees. Ix) Photographs of Restaurant. x) Site Plan in Triplicate. xi) Copy of FSSAI. xii) Copy of Non-Conviction affidavit. xiii) Copy of Trade license. xiv) Copy of Memorandum & Articles of Association. xv) List of Directors.	Excise and Taxation Commissioner	--do--
19	D-2 License (Distillery License)	As per Excise Policy of the relevant year	I) Memorandum and Article of Association. ii) Certificate of Incorporation iii) List of Directors iv) PAN card of Company v) PAN cards of directors/applicants vi) Techno feasibility and project report vii) Board of Resolution viii) Balance Sheet of the company xi) Affidavit Non conviction of directors/applicants. x) Copy of consent from Haryana State Pollution Control	Excise and Taxation Commissioner	--do--

			Board xi) Copy of Enviornment Clearance from State Enviornment Impact Assessment Authority, Haryana. xii) Copy of agreements for setting up plant and equipment and purchase order. xiii) Copy of GST/ VAT registration. xiv) Copy of Service tax registration. xv) Copy of Central Excise registration. xvi) Copy of Project completion certificate. xvii) Copy of letter of approval from HSIIDC. xviii) Triplicate copies of site plan. xix) Photographs of distillery. xx) List of Employees alongwith designation.		
20	B-1 License (Brewery License)	As per Excise Policy of the relevant year		Excise and Taxation Commissioner	--do--
21	Form 24-25 (The Narcotic Drugs and Psychotropic Substance Act)	As per Excise Policy of the relevant year	Ayurvedic i) i) Application for grant of license . ii) List of Medicines. iii) Photocopy of Ayurveda/Yunani/sidha License No. 4/ISM(HR). iv) Opium/Cannabis approval from Licensing Authority, Panchkula & Products license	Excise and Taxation Commissioner	--do--

			<p>of medicine.</p> <p>v) Triplicate copy of site plan signed by the authorized signatory, verified DETC(Ex.), attests by the AETO(X)..</p> <p>vi) Affidavits-Non Conviction of Director & Authorized signatory..</p> <p>vii) Directors Address Proof.</p>		
22	L-1 AB 1 License (Non brewer for sale of Beer/Wine)	As per Excise Policy of the relevant year	<p>i) Application of the applicant.</p> <p>ii) List of Board of Directors with copy of Aadhar Cards and PAN Cards.</p> <p>iii) Copy of income tax return</p> <p>iv) Copy of memorandum of articles.</p> <p>v) Copy of certificate issued by concerned department regarding B-1 license.</p> <p>vi) Copy of lease agreement.</p> <p>vii) NOC received from Fire Department.</p> <p>vii) Triplicate copy of site plan signed by the authorized signatory, verified DETC(Ex.), attests by the AETO(X).</p> <p>ix) Copy of rent agreement.</p> <p>x) Non-Conviction Certificate.</p> <p>xi) Copy of application applied for CST Number (VAT)..</p> <p>xii) Copy of certificate of FSSAI Number.</p> <p>xiii) Copy of Export Permission.</p>	Excise and Taxation Commissioner	--do--

23	BWH-2 License (Bonded Warehouse)	As per Excise Policy of the relevant year		Excise and Taxation Commissioner	--do--
24	Brand/label registration and approval	As per Excise Policy of the relevant year	i) Application; ii) Fee; iii) EDP/EBP/EWP rates of Haryana as well as neighbouring rates; iv) Copy of labels in triplicate; v) Copy of license granted	Collector, Excise	--do--
25	Import Permit (CL/IMFL/IFL/other liquor type)	As per Excise Policy of the relevant year	NA	Concerned district office AETO/DETC	Applicant will apply online the permit then concerned EI will validate and concerned AETO/DETC will approve the same
26	Permit within Haryana (CL/IMFL/IFL/other liquor type)	As per Excise Policy of the relevant year	NA	Concerned district office AETO/DETC	Applicant will apply online the permit then concerned EI will validate and concerned AETO/DETC will approve the same
27	Export Permit (CL/IMFL/IFL/other liquor type)	As per Excise Policy of the relevant year	Copy of permit	Concerned district office AETO/EI	<u>For manufacturing:</u> Applicant will apply online the permit then concerned AETO will send to concerned EI for validate and approval. <u>For BWH/CSD Canteens:</u> Applicant will apply online for the permit , then concerned EI will validate and send to concerned AETO for approval.