

**Check list under section 25 of APMC, Act, 2005**

**(For new License)**

1. Application on Form B (in duplicate) to be filled by the applicant.(recommended by DDA Concerned)
2. Two passport size photographs.
3. Inspection report of DDA/SMS alongwith their recommendations.
4. Company profile (Prop.; Partnership; Ltd. Company). Attach MOA&A, Partnership deed or Proprietor declaration according to company profile)
5. Letter of Authorization to Authorized Signatory (with designation) in the Company through BOD Resolution or by Partners or by Proprietor himself.
6. Aadhar/PAN Card of Firm/Directors and Authorized Signatory alongwith contact number.
7. Photocopy of GST number of Company/applicant.
8. Revenue papers/Lease Agreement/Rent agreement
9. Police verification report.
10. Affidavit mentioning structure details, location and declaration to abide with all the provisions of the Himachal Pradesh Agricultural and Horticultural Produce Marketing (Development & Regulation) Act, 2005 Act No. 20 of 2005 (amended up to date) and Rules and Bye-Laws framed there under from time to time.
11. Business Turnover of the Company (for Last two years) alongwith latest IT return filed
12. NOC by APMC Concerned having license no. and fee details
13. Fee Deposit in favour of Director of Agriculture Marketing, Shimla-5 through e-challan in the Head 0435-00-102-01-fee for establishment/registration of private market yards/functionaries (only after the completion of all the documents) or Bank Draft payable at Shimla of the value of requisite amount according to the scale given below:

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i.	Establishment of private market yard for the purchase of agricultural produce direct from the agriculturists or producers	Rs 20,000/-
ii.	Providing infrastructural facilities in any market area for <ul style="list-style-type: none"> <li>a) Processing of notified agricultural produce</li> <li>b) The trade of notified agricultural produce of particular specification</li> <li>c) The export of notified agricultural produce;</li> <li>d) Grading, packing and transaction in any other way by value addition of notified agricultural produce</li> </ul>	Rs. 10,000/-
iii.	Establishment of Consumer or Farmer market	Rs. 20,000/-

**Note:** The requisite fees shall be deposited/entertained only after the completion of all the documents. The applicant will be responsible for his own loss if he deposits fee before scrutiny of the required documents or application by the Department.

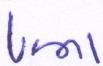
14. Bank Guarantee/Security money deposited on the basis of turn over; (for apple trading/marketing only); if any with APMC Concerned as per range given below:

Turn Over (in Crores)	Security amount to be deposited (in Lacs)
1-15	5.00
15-25	10.00
25-50	15.00
50-75	25.00
75 or above	50.00

**(For renewal)**

1. Application on Form E (in duplicate) to be filled by the applicant.(recommended by DDA Concerned)
2. An application for the renewal of the license shall be made at least 30 days before the date on which the license is due to expire.
3. Affidavit mentioning structure details, location and declaration to abide with all the provisions of the Himachal Pradesh Agricultural and Horticultural Produce Marketing (Development & Regulation) Act, 2005 Act No. 20 of 2005 (amended up to date) and Rules and Bye-Laws framed there under from time to time.
4. Penalty of Rs.5000/- will be imposed for renewal if the applicant submits the application after the expiry of the license.
5. **Note: Fee of Rs 2000/- shall be applicable for any amendment in the license.**

**Approved**

  
Director of Agriculture,  
Himachal Pradesh