

SCHEDULE – II “A”

[See rule 11 (1)]

Form – LM – 1

[Application for licence as manufacturer of weights & measures under the Legal Metrology Act, 2009]

To,

(1)	To be filled by the Applicant	Comments of the inspection officer
1. Name of the manufacturing concern for which licence is desired.		
2. Complete address of the concern. Whether premises are owned/rented/taken on lease/leave licence, duly supported by documents.		
3. Date of Establishment of workshop/factory.		
4. Name (s) and address (s) along with their father's/ husband's name of proprietor (s) and/or Partners and Managing Director (s) in the case of Limited company		
5. The date and current registration number of factory/ shop/ establishment/ Municipal Trade licence.		
6. Nature of manufacturing activities at present.		
7. The type of weights and measures proposed to be manufactured viz : (i) Weights (ii) Measures (iii) Weighing Instruments (iv) Measuring Instruments with details in each case.		
8. The number of persons employed/proposed to be employed (i) Skilled (ii) Semi-skilled (iii) Unskilled (iv) Specialist trained in the line		
9. The monogram or trade mark intended to be Imprinted on weights and measures to be manufactured.		

10. Details of machinery, tools accessories, owned and used for manufacturing weights measures etc.
11. Details of foundry/workshop facilities arranged.
Whether ownership, long term lease etc.
12. Facilities of steel casting and hardness testing of
Vital parts etc or other means.
13. Availability of electric energy.
14. Details of loan received from Government or financial
Institution. If so, give details.
15. Name of bankers, if any.
16. VAT/ Sales Tax Registration Number/CST Number/
Professional Tax registration Number/IT Number.
17. Have you applied previously for a manufacturer's
licence? If so, when and with what results ?
18. (a) Whether the item (s) proposed to be
manufactured will be sold within the State or
out side the state or both.
- (b) Details of Model Approval received from
Government of India;
- (c) When can you produce
for inspection samples of your products for which
licence is desired ?

To be certified by the applicant (s)

Certified that I/We have read the Legal Metrology Act, 2009 and the name of the state Legal Metrology (Enforcement) Rules, 2010 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We agree to deposit the Scheduled licence fees with Government as soon as required to do so by the Licencing Authority.

All the information furnished above is true to the best of my/our knowledge.

Place :

Date :

Signature and Designation

To be filled in by Departmental Officer of the State Government

Date of Receipt of Application :

Serial Number of application :

Date of inspection :

Recommendation of Inspecting Officer :

Place :

Date : Signature and Designation of Inspecting Officer

Final orders of Licensing Authority

Licence granted / refused :

Licence Number :

Valid till :

Place : . .

Date : Signature and Designation

SCHEDULE – IIA

[See rule 11 (1)]

Form LR – 1

[Application for licence as repairers of Weights & Measures under the Legal Metrology Act, 2009]

To,

	To be filled by the applicants	Comments of the inspecting officer
1	2	3
1. Name of the concern seeking the licence.	
2. Complete address of the workshop.	
3. (a) Whether premises are owned/rented/taken. on lease dully supported by documents.	
(b) Date of establishment.		
4. Name (s) and address (s) along with their father's/ husband's name of proprietor (s) and/or Partners and Managing Director (s) in the case of Limited company.	
5. Number and date of shop/establishment/current Municipal Trade Licence.	
6. Professional Tax/IT Tax registration Number etc if any.	
7. The type of weights and measures proposed to repaired.		
8. Area in which you wish to operate.	
9. Previous experience in the line.	
10. Number of skilled staff employed or proposed to be employed:	
(i) Skilled		
(ii) Semi-skilled		
(iii) Unskilled		

(iv) Employees trained in the line

11. Details of machinery/tools/accessories available.
12. Availability of electric energy.
13. Have you sufficient stock of loan/test weights. etc.?
Give details.
14. Have you applied previously for a repairer's licence?
If so, When and with what results?

To be certified by the applicant(s)

Certified that I/We have read the Legal Metrology Act, 2009 and the –name of state Legal Metrology (Enforcement) Rules, 2010 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We agree to deposit the Scheduled licence fees with Government as soon as required to do so by the Licensing Authority.

All the information furnished above is true to the best of my/our knowledge.

Place :

Date :

Signature and Designation

To be filled in by Departmental Officer of the State Government

Date of Receipt of Application :

Serial Number of application :

Date of inspection :

Recommendation of Inspecting Officer :

Place :

Date :

Signature and Designation of Inspecting Officer

Final orders of Licencing Authority

licence granted/refused :

licence Number :

Valid till :

Place :

Date :

Signature and Designation

SCHEDULE – IIA

[See rule 11 (1)]

Form LD-1

[Application for Licence as Dealers in Weights & Measures under the Legal Metrology Act, 2009]

To,

	To be filled by the applicant	Comments of the inspecting officer
1	2	3

1. Name of the establishment/shop/person seeking the licence.
2. Complete address of the establishment etc.
3. Date of establishment.
4. Name (s) and address (s) of proprietors and / or partners
and Managing Director (s) in the case of Limited company.
5. Number and date of Registration Number of current
shop/establishment/Municipal Trade licence.
6. Categories of weights and measures sold/proposed
to be sold at present.
7. Registration Number of VAT/CST/Sales Tax/Professional
Tax/Income Tax.
8. Do you intend to import weights, etc. from places
outside the State/Country ? If so indicate sources of
supply. (Give details of manufacturer's trade mark/
monogram and his licence number) and provide
- (a) Registration of Importer of Weights and Measures, if any
- (b) Approval of model imported into India by Central Government.
9. Have you applied previously for a dealer's licence,
either in this State or elsewhere ? If so give details ?

To be certified by the applicant(s)

Certified that I/We have read the Legal Metrology Act, 2009 and the name of State Legal Metrology (Enforcement) Rules, 2010 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We agree to deposit the Scheduled licence fees with Government as soon as required to do so by the Licensing Authority.

All the information furnished above is true to the best of my/our knowledge.

Place :

Date :

Signature and Designation

To be filled in by Departmental Officer of the State Government

Date of Receipt of Application :

Serial Number of application :

Date of inspection :

Recommendation of Inspecting Officer :

Place :

Date :

Signature and Designation of Inspecting Officer

Final orders of Licensing Authority

licence granted/refused :

licence Number :

Valid till :

Place :

Date :

Signature and Designation

SCHEDULE IIB

[See rule 11 (2)]

Form LM-2

[Application for renewal of Licence as Manufacturer of Weights & Measures under the Legal Metrology Act, 2009]

To,

1	To be filled by the applicants 2	Comments of the inspecting officer 3
1.	Name and complete address of the manufacturing concern for which renewal of licence is desired.
2.	Manufacturing Licence No.
3.	Name (s) and address (s) along with their father's/husband's name of proprietor (s) and/or Partners and Managing Director (s) in the case of Limited company.
4.	(a) Type of weights and measures which are manufactured as per licence granted.
	(b) Do you propose any change.
5.	The monogram or trade marks used on weights and measures manufactured by you.
6.	Details of workshop facilities available.
7.	Details of production and sales in the last 5 years.
8.	Number and date of shop/establishment Registration Number.
9.	Registration Number of VAT/Sales Tax/CST/Professional Tax/Income Tax.

To be certified by the applicant (s)

Certified that I/We have read the Legal Metrology Act, 2009 and the name of state ----- Legal Metrology (Enforcement) Rules, 2010 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We have deposited the Scheduled licence fees of Rs. (Rupees) to the Sub-Treasury/Bank on and the original challan is enclosed.

All the information furnished above is true to the best of my/our knowledge.

Place :

Date :

Signature and Designation

SCHEDULE IIB

[See rule 11 (2)]

Form LR-2

[Application for renewal of Licence as repairer of Weights & Measures under the Legal Metrology Act 2009]

To,

1	To be filled by the applicants 2	Comments of the inspecting officer 3
1.	Name and complete address of the repairing concern/ person seeking renewal of the licence .	
2.	Repairer's Licence Number.	
3.	Name (s) and address (s) along with their father's/ husband's name of proprietor (s) and/or Partners and Managing Director (s) in the case of Limited company.	
4.	Registration Number and date of current shop/ establishment/Municipal Trade Licence.	
5.	Registration Number of VAT/ Sales Tax/CST/Professional..... Tax/Income Tax.	
6.	(a) The Type of weights and measures repaired as per licence granted. (b) Do you propose any change.	
7.	Area in which you are operating.	
8.	Have you sufficient stock of loan/test weights, etc.?	
9.	Please give details with particulars of stamping.	

To be certified by the applicant (s)

Certified that I/ We have read the Legal Metrology Act, 2009 and the ...(name of state) Legal Metrology (Enforcement) Rules, 2010 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We have deposited the Scheduled licence fees of Rs. (Rupees) to the Sub-Treasury/ Bank on and the original challan is enclosed.

All the information furnished above is true to the best of my/our knowledge.

Place :

Date :

Signature and Designation

SCHEDULE IIB

[See rule 11 (2)]

Form LD-2

[Application for renewal of Licence as Dealer in Weights & Measures under the Legal Metrology Act 2009]

To,

1	To be filled by the applicants 2	Comments of the inspecting officer 3
1. Name of the establishment/shop/person seeking the renewal of licence	
2. Dealer's Licence Number.	
3. Date of establishment.	
4. Name (s) and address (s) along with their father's/ husband's name of proprietor (s) and/or Partners and Managing Director (s) in the case of Limited company.	
5. Registration Number and date of shop/establishment/ current Municipal Trade Licence.	
6. Categories of weights and measures sold at present.	
7. Registration Number of VAT/ CST/Sales Tax/Professional Tax/Income Tax.	
8. Are you intending to import weights and measures etc. from places outside the State/Country? If so, indicate sources of supply from the State (s)/Country (s). (Give details of manufacturer's trade mark/ monogram and his licence number.)	

To be certified by the applicant (s)

Certified that I/We have the Legal Metrology Act, 2009 and the (name of state) Legal Metrology (Enforcement) Rules, 2009 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We have deposited the Scheduled licence fees of Rs. (Rupees) to the Sub-Treasury/Bank on and the original challan is enclosed.

All the information furnished above is true to the best of my/our knowledge.

Place :

Date :

Signature and Designation.

**APPLICATION FOR REGISTRATION AS MANUFACTURER / PACKER OF PRE-PACKED
COMMODITIES**

[Under Rule 27 of the Legal Metrology (Packaged Commodities) Rules, 2011]

To,

**The Controller of Legal Metrology, Assam,
R.K.Mission Road, Ulubari,
Guwahati-781007.**

-
1. Name of the Applicant / Firm :
 2. Complete address of the Applicant /Firm :
 3. Registered office Address :
 4. Location of the Factory :
 5. Branches, if any :
 6. Name(s) of the Proprietor / Partners / Occupier :
 7. Commodity(ies) intended to Pre-pack :
 8. CST No. / AGST No. / MTL No. :
 9. Treasury Challan No. & Date :

DECLARATION

I/we hereby declare that the packages manufactured/packed will comply the various provisions of the Legal Metrology (Packaged Commodities) Rule, 2011.

Date:

Place:

Signature/Designation/Seal

APPLICATION FOR REGISTRATION AS IMPORTER OF PRE-PACKED COMMODITIES

[Under Rule 27 of the Legal Metrology (Packaged Commodities) Rules, 2011]

- ★ Importer is an Individual, Company or Firm whose name figures in the bill of Lading/Importer documents as Importer.

To,

**The Controller of Legal Metrology, Assam,
R.K.Mission Road, Ulubari,
Guwahati-781007.**

1. Name and Address of the Importer :
 - a. Registered office Address :
 - b. Address of Warehouse where the goods are imported and kept :
 - i)
 - ii)
 - iii)
 - iv)
2. Name & Address of Directors of the Firm etc. :
3. i) Details of Packaged Commodities being/to be imported :
 - ii) Name of the Country from where import is made :

DECLARATION

I/We hereby declare that the imported packages will comply the various provisions of the Legal Metrology (Packaged Commodities) Rule, 2011.

Date:

Place:

Signature/Designation/Seal

FORMAT FOR NOMINATION OF THE DIRECTOR BY THE COMPANY UNDER SUB-SECTION (2) OF THE LEGAL METROLOGY ACT, 2009.

[SCHEDULE XIII, Rule 29 of the Legal Metrology (General) Rules, 2011]

Notice is hereby given that Shri/Smt./MsDirector of the (name and address of the company) has been nominated by the company by a Resolution passed at their meeting held on at to be incharge of, and be responsible for the conduct of business of the company or any establishment/branch /unit thereof and authorized to exercise all such powers and take all such steps as may be necessary or expedient to prevent the commission any offence by the said company under the Legal Metrology Act, 2009.

Shri/Smt./Ms, Designation has accepted the said nomination and copy of said acceptance is enclosed herewith.

A certified copy of the said Resolution is also enclosed.

Place: Managing Director / Secretary
Date: (name of the company)

Note: Score out the portion which is not applicable.

I accept the above nomination in pursuance of sub-section (2) of Section 49 of the Legal Metrology Act, 2009 and Rule 29 of the Legal Metrology (General) Rules, 2011 made there under.

Place: Director of
Date: (name of the company)

**APPLICATION FOR APPEAL AGAINST AN ORDER OF A LEGAL METROLOGY
OFFICER/CONTROLLER OF LEGAL METROLOGY**
[SCHEDULE X, Rule 24(1) of the Assam Legal Metrology (Enforcement) Rules, 2011]

1. Form of appeal against an order of a Legal Metrology Officer/ Controller Legal Metrology.
2. Name and address of the appellant
3. No. and date of order of Legal Metrology Officer/ Controller of Legal Metrology against which the appeal is preferred.
4. Whether the appellant desires to be heard in person or through an authorized representative.
5. Grounds of appeal

Place:

Date: