

Document Checklist for Shop & Establishment License (Gumashta) - Maharashtra

1. Aadhar card of the employer (in case of legal statute such as company, etc copy of Aadhar card of responsible person under the respective act).
2. Actual photo of the establishment displaying the interior and the Name Board (Marathi) at the appropriate place of the establishment.
3. Partnership deed/LLP Registration Certificate in case Partnership/LLP.
4. Certificate of registration of Company (Certificate of Incorporation) along with list of directors on company letter head with address and contact details of directors and Nomination of Directors (Resolution) (in case of Pvt. Ltd or Ltd firm).
5. Applicant's photo.
6. Applicant's signature.
7. Address Proof (Any One)
 - a) Leave and Licence agreement copy.
 - b) Property Card
 - c) Purchase Agreement
8. Current Electricity Bill.
9. PAN Card ((Proprietor PAN in case Proprietorship Company/Company PAN in case Partnership/LLP/Pvt. Ltd./Ltd.).
10. Self-Declaration.
11. Other.
12. Building UID No. (in case Premises located in Mumbai)



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