

Application form for Licence as Dealers under the Legal Metrology Act,2009

Key points to be remembered while submitting the application form

1. The applicant having place of business in **Odisha area** can only Apply!
2. Online Fees For Dealer Rs. 2000/-.
3. All document should be self-attested and uploaded in pdf file. The size of the pdf file should not be more than 2 MB.
4. If your file is more than 2 MB please reduce pdf file size through this link [Click Here to reduce pdf file size.](#)
5. Passport size photograph should be uploaded in .pdf format only.

Checklist for Mandatory Documents to be uploaded

1. Document in support of deposit of requisite fees.
2. Identity proof:-Adhaar/Driving License/Voter identity card.
3. Address proof: Land line telephone bill/ Electric bill/ water bill.
4. VAT/CST/Sales tax/ProfTax/Pan card.
5. House rent deed agreement/Land documents in support of trade premises/ workshop
6. In case the firm is not a Proprietorship concern, they should submit a copy of Partnership deed and in case of Private Ltd. Company or Limited Company, Memorandum and Articles of Association approved by the Registrar, Ministry of Company Affairs, Govt. of India & Certificate of Incorporation.
7. Pass port size photograph, upload online.
8. Current registration number of factory/shop/establishment/Municipal trade licence.
9. The applicant shall furnish the proof of financial status, to deal any Weights and Measures. The Licensing Authority shall assess the financial status before granting the licence.
10. Copy of Model approval Certificate issued by GoI which the applicant intend to sell.
11. Authorization/Consent letter from original manufacturer of weights and measures.
12. Importer registration in case of importing weights and measures from outside the country.