

Application form for Licence as Repairers 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 Repairer 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/ & copy of 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. List of equipment and Verification certificates of verified weights, measures, weighing & measuring instruments available in the work shop as per circular.
10. List of skilled person details having ITI certificate/Diploma certificate and other persons employed.
11. Security deposit of Rs. 5000/- in shape of NSC.