

## Legal Metrology - Registration Certificate

Sl. No.	Name of the Act	Applicability	List of documents to be enclosed with the application for Registration Certificate / License	Time period for granting Licence Registration Certificate approval time period	Validity of Certificate of registration or Licence	As per rule of rules formed under this Act, When to be renewed RC / Licence	Late Fee for renewal of Re payable of RC
1	Manufacturer	Manufacturer of any weight or Measures.	1. Attested copy of the sale deed/House Tax/EB Card 2. Rental/Mortgage/Lease agreement with NOC from the owner 3. Partnership deed 4. Memorandum of Association approved by the Ministry of Company affairs GOI 5. Model Approval letter from GOI 6. A copy of the approved trademark shall be furnished at the time of submitting the application 7. GST certificate to be enclosed 8. Details and Qualification of Skilled/Unskilled workers to be employed 9. To furnish experience certificate for at least 2 years for the items applied or Diploma in Electronics/Electrical/ mechanical Engineering or certificate of instrument mechanic from the ITI 10. List of Tools and test equipment 11. Blue print for building by register surveyor.	15 days	Every licence granted or renewed under rule 11 shall remain in force upto and inclusive of the 31st December of the year for which the licence is granted or renewed.	As per Rule 11 of LM (Enforcement) Rules 2011, an application for renewal shall be made not less 30 days before the date on which the licence expires.	As per Rule 11(2) of LM (Enforcement) Rules 2011, If an application for renewal is not received within 30 days, a late fee of 100% percent in excess of the fee ordinarily payable for getting approval from Controller for the period upto 31st March.

2	Dealer		<ol style="list-style-type: none"> <li>1. Attested copy of the sale deed/House Tax/EB Card</li> <li>2. Rental/Mortgage/Lease agreement with NOC from the owner</li> <li>3. Partnership deed</li> <li>4. Memorandum of Association approved by the Ministry of Company affairs GOI</li> <li>5. Dealership letter</li> <li>6. GST certificate to be enclosed</li> </ol>	15 days	Every licence granted or renewed under rule 11 shall remain in force upto and inclusive of the 31st December of the year for which the licence is granted or renewed.	As per Rule 11 of LM (Enforcement) Rules 2011, an application for renewal shall be made not less 30 days before the date on which the licence expires.	As per Rule 11(2) of LM (Enforcement) Rules 2011, If an application for renewal is not received within 30 days, a late fee of 100% percent in excess of the fee ordinarily payable for getting approval from Controller
3	Repairer		<ol style="list-style-type: none"> <li>1. Attested copy of the sale deed/House Tax/EB Card</li> <li>2. Rental/Mortgage/Lease agreement with NOC from the owner</li> <li>3. Partnership deed</li> <li>4. Memorandum of Association approved by the Ministry of Company affairs GOI</li> <li>5. Model Approval letter from GOI</li> <li>6. GST certificate to be enclosed</li> <li>7. Details and Qualification of Skilled/Unskilled workers to be employed</li> <li>9. To furnish experience certificate for at least 2 years for the items applied or Diploma in Electronics/Electrical/ mechanical Engineering or certificate of instrument mechanic from the ITI</li> <li>10. List of Tools and test equipment</li> <li>11. Blue print for building by register surveyor.</li> </ol>	15 days	Every licence granted or renewed under rule 11 shall remain in force upto and inclusive of the 31st December of the year for which the licence is granted or renewed.	As per Rule 11 of LM (Enforcement) Rules 2011, an application for renewal shall be made not less 30 days before the date on which the licence expires.	As per Rule 11(2) of LM (Enforcement) Rules 2011, If an application for renewal is not received within 30 days, a late fee of 100% percent in excess of the fee ordinarily payable for getting approval from Controller for the period upto 31st March.
4	Packaged Commodities (Packers / Importers).		<ol style="list-style-type: none"> <li>1. GST/FSSAI/ VC/ FL / TL certificate to be enclosed for address Proof.</li> <li>2. Partnership deed.</li> <li>3. Certificate of incorporation</li> <li>4. Certificate of Importer and Exporter (With Code) ( For importer only).</li> </ol>	7 days	As per Rule 27 of TN LM(PC) Rules 2011, this is one time registration. No renewal.	-	-