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**BRIHANMUMBAI MAHANAGARPALIKA
SHOPS & ESTABLISHMENT
(Modified) Circular No.CI/6230/SE Date.16.04.2018**

Sub: Procedure to be adopted for issuance of Intimation and Registration under Maharashtra Shops & Establishment (Regulation of employment and service conditions) Act, 2017.

Ref: 1. No.CI/6230/SE, dt.18.01.2018

2. Rule published by Govt. of Maharashtra dt.23.03.2018.

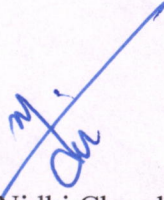
With reference to above subject matter Instructions regarding procedure to be adopted for issuance of of intimation receipt and registration certificate are as following:-


A) FOR ESTABLISHMENTS HAVING 0 TO 9 EMPLOYEES

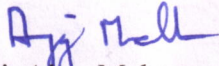
1. Intimation receipt is issued at free of cost.
2. No processing or registration fees or TRC will be levied at the time of intimation.
3. Intimation receipt is issued in real time without document verification and spot inspection.
4. Uploading of scanned copy of PAN CARD is not mandatory.

B) FOR ESTABLISHMENTS 10 AND MORE THAN 10 EMPLOYEES

1. Issue of registration certificate at free of cost
2. No processing or registration fees or TRC will be levied at the time of registration.
3. Registration Certificate is issued in Real time without any document verification and spot inspection.
4. Spot inspection for new registration is completely done away with.
5. Uploading of scanned copy of PAN CARD is not mandatory.


Smt. Nidhi Choudhari
D.M.C(Special)


Shri. A.L. Jarhad
A.M.C.(City)


Shri. Ajay Mehta
M.C.