

**FORM I**  
(See Rules 9 and 10)  
**Form of application by an individual for grant of a license  
for the retail sale of liquor and other intoxicants)**

To : The Collector .....

Sir,

I/We hereby apply for grant of a license for retail sale of liquor and certain other intoxicants. Detailed information is provided below :

1. (a) Category of license applied for :  
[See Rule 4]
- (b) Name of the existing / new site :
2. (a) Applicant's full name with father's/husband's name :
- (b) Applicant's nationality/P.I.O. Status (attested photocopy to be enclosed) :
3. Full address -  
(a) Present :
- (b) Permanent :
4. Present age with proof in support of age :  
(attested photocopy to be submitted)
5. Educational qualification (attested photocopy to be submitted) :
6. Occupation -  
(a) Past :
- (b) Present :
7. (a) Annual income of the applicant :
- (b) How the applicant will arrange the capital necessary for financing the shop properly :
8. Business or sales experience, if any, with full particulars :

9. (a) Whether he/she holds or held any Excise :  
license(s) in West Bengal/in any other State of  
India, and
- (b) If so, full particulars thereof and if the :  
license(s) is/are not in force now, how it/they  
terminated (attested photocopy of the  
documents showing grants/termination to the  
license(s) should be furnished);
- (c) Whether he/she is interested, either directly or :  
indirectly in the manufacture or sale of any  
intoxicant in a foreign territory or any State  
bordering upon the State of West Bengal;
- (d) Whether he/she has been granted the :  
exclusive privilege manufacturing and/or  
supplying and/or selling country spirit by  
wholesale under Section 22 of the B.E. Act,  
1909 or holds a license for the sale of Foreign  
Liquor by wholesale
10. Whether any of the following relatives holds :  
any Excise license in West Bengal. If so, full  
particulars are to be furnished –
- (a) Spouse :
- (b) Father/Mother :
- (c) Dependant son/dependant daughter-in-law :
11. Whether any of the relatives mentioned at 10 :  
above has also applied for license intended to  
be granted at the same site
12. (a) Whether he/she was ever convicted by a :  
criminal court of a non-bailable offence, and
- (b) If so, full particulars thereof :
13. (a) Particulars of site offered in case of Foreign :  
Liquor "on" categories of licenses

- (b) Whether the applicant can offer site, if :  
selected, for license other than (a) above,  
within the specified time as per extant rules  
and orders
14. Whether he/she will be in a position to attend :  
and manage the shop personally and  
independently in his/her own interest
15. Particulars of application fee deposited – :
- (a) Amount of application fee deposited :
- (b) Name of the Branch of SBI :
- (c) Challan No. & Date (attested photocopy of the :  
Challan to be enclosed)
16. Special claim, if any :

It is requested that the license may kindly be  
granted to me/us

Place : .....

Date : *Signature(s) of the Applicants*

- 
- Note 1** : In case of applications of categories of licenses specified in Item Nos. (h) to (l) of Rule 4, blue print of plan of the site in quadruplicate duly authenticated by the applicant(s) shall be submitted along with application with requisite court-fee stamps.
- Note 2** : If any information of particulars furnished in the application is subsequently found to be false, inaccurate or incomplete, the license, if any, granted on the basis of the application, will be liable to instant withdrawal without prejudice to other action than may be taken.
- Note 3** : Extant Rules and Orders relating to grant of the license applied for may be consulted before submission of the application.
- Note 4** : Attested photocopy of documents relating to serial Nos. 2(b), 4, 5, 9(b) and 15(c) as applicable, should be enclosed.

*Note 5* : An affidavit in original sworn in before a Notary Public / Competent Magistrate should be enclosed in support of the contention at serial No. 12.

*Note 6* : Strike out whichever is not applicable.