

FORM II
(See Rules 9 and 10)
**Form of application by a Company / Corporation / Firm / Co-operative
Society 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 new / existing site :
2. (a) Name of the applicant :
- (b) Full address of registered office :
- (c) Address of local office :
- (d) Registration No. (if already registered) :
3. (a) Name of the authorised representative of the applicant for transaction of business :
- (b) His/Her address - :
 - (i) Present :
 - (ii) Permanent :
- (c) Present age with proof in support of age :
- (d) Educational qualification :
- (e) Occupation (if any) - :
 - (i) Present :
 - (ii) Past :
4. (a) Profit / Loss as per last audited Balance Sheet :

(wherever applicable)

- (b) How the applicant will arrange the capital :
necessary for financing the shop properly
- 5. (a) Name of Partners/Directors/Members of :
applicant with educational qualifications of
each
- (b) Address of all Partners / Directors / Members :
 - (c) Present age of Partners/Directors/Members :
with proof in support of age
 - (d) Occupation (if any) -
 - (i) Present :
 - (ii) Past :

[This information may be submitted in a
separate sheet under signature of the
authorised representative and to be attached
with the application]
- 6. Business or sales experience, if any, of the :
applicant/authorized representative
- 7. (a) Whether the applicant or authorized :
representative holds or held any Excise
license(s) in West Bengal /in any other State.
- (b) If the answer in (i) above is in the affirmative, :
full particulars thereof and if the license(s)
is/are not in force now, how it/they terminated
(attested copies of documents showing grant /
termination of the license(s) shall be furnished
- 8. Whether any other Excise license of the :
categories mentioned in clauses (a) to (e) and
(g) and (h) of rule 4 and in clause (e) of rule 12
of the West Bengal Excise (Selection of New
Sites and Grant of License for Retail Sale of
Liquor and Certain Other Intoxicants) Rules,
2003 is held by -

- (a) Any of the Directors of the applicant or :
authorized representative
- (b) Any of the members of the partnership :
firm/cooperative society
- (c) Any of the following relatives of a member of :
the partnership firm/cooperative society -
 - (i) Spouse :
 - (ii) Father/Mother :
 - (iii) Dependant son/dependant daughter-in-law :
- 9. Whether any member of the partnership firm or :
any of the relatives mentioned at 8(c) above
has also applied for license intended to be
granted at the same site
- 10. Whether the partners of the applicant firm / :
members of the Board of Directors and the
authorized representative of the applicant -
 - (a) Was convicted by a criminal court of a non- :
bailable offence, if so, full particulars thereof
 - (b) Was/were former licensee(s) found guilty of :
serious breaches of the terms and conditions
of the said license and defaulter in the
payment of Excise revenue to the State
Government
 - (c) Is/are interested, either directly or indirectly, in :
the manufacture or sale of any intoxicant in a
foreign territory or any State bordering the
State of West Bengal
 - (d) Has/have been granted the exclusive privilege :
of manufacturing and/or supplying and/or
selling country spirit by wholesale under
Section 22 of the Bengal Excise Act, 1909 or
hold(s) a license for the sale of foreign liquor
by wholesale

11. (a) Particulars of site offered in case of Foreign :
Liquor "On" categories of license
- (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
12. 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)
13. Special claim, if any :

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

Place :

Signature(s) of the Applicant(s)

Date :

Designation

Note 1 : The following documents and papers shall be submitted along with the application

- (1) Four copies of Memorandum and Articles of Association.
- (2) A list of present Directors/Manager/Officers as defined in the Companies Act.
- (3) A copy of the last audited Balance Sheet.
- (4) A copy of the last Income Tax / Sales Tax clearance certificate.
- (5) A copy of the minutes of the meeting authorizing the Company/Firm to apply for such license.
- (6) A copy of the minutes authorizing the authorized representative to sign the application along with his duly attested specimen signature.

- Note 2* : If case of applications for categories of licenses specified in Item Nos. (h) to (l) of Rule 4, Blue Print of plan of the site offered at the site in quadruplicate duly authenticated by the applicant(s) shall be submitted along with application with requisite court-fee stamps.
- Note 3* : 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 that may be taken.
- Note 4* : Extant Rules and Orders relating to grant of the license applied for may be consulted before submission of the application.
- 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. 10(a).
- Note 6* : Attested photocopies of documents relating serial Nos. 3(c), 3(d), 7(b) and 12(c), as applicable, should be enclosed.
- Note 7* : Strike out whichever is not applicable.