

**RIGHT TO SERVICE**

PUNJAB RIGHT TO SERVICE ACT 2011

LOCAL GOVERNMENT DEPARTMENT, PUNJAB

FORM FOR SEEKING SERVICE

Service asked for: (114) Issue of New Trade License

(Stipulated Time 12 Days)

1	Date of Application				
2	Name of the Applicant				
3	Father's/Husband's name				
4	Address	City/Village		P.O	
		Tech.		Distt	
		Phone/Mobile. No			
		E-mail ID, if any			
5	Issue of New Trade License ULBs Requirement	a	Simple Application.		
		b	Departmental Fees.		
		c			
		d			
		e			
				Checklist	Checklist (for office use only)
6	Documents to be attached	(a)	Simple Application.	Yes/No	Yes/No
		(b)			
		(c)			
		(d)			
		(e)			
7.	Signature of the Applicant:				

(FOR OFFICE USE)

1.	Acknowledgement Receipt No.		2.	Date	
3.	Date by which Service to be provided		4.	Fees/Facilitation Charges, if any	
5.	Name of the Designated Officer		6.	Designation	
7.	Location: 1.Office 2.Suvidha Center		8.	Signature of D.O/ Receiving Officer	

(ACKNOWLEDGEMENT SLIP)

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3.	Date by which service to be provided.		4.	Fees/Facilitation Charges, if any	
5	Service asked for	Issue of New Trade License			
6	Documents to be attached	a	Simple Application	Yes/No	
		b			
		c			
		d			
		e			
7(a)	Name of the Designated Officer		b	Designation	
c	Location: 1.Office 2.Suvidha Center		d	Signature of the Designated Officer	