## Form A-1 APPLICATION FOR CENTRAL EXCISE REGISTRATION

(see rule 9 of Central Excise Rules, 2002)

New Registration								
Amendments to information pertaining to existing Registrant								
Registration Number in case of existing Registrant								
Part I: Identification of business requiring Registration (Manufacturing, Warehousing, hundred percent Export Oriented Undertaking, Unit in Export Processing Zone, First Stage Dealer, Second Stage Dealer)								
1. Name of the Registrant ( <i>Please see instruction No. 5</i> )								
2. Details of Permanent Account Number (PAN) (Please see instruction No.6)								
(i) Whether PAN has been issued by the Income Tax Yes No								
(ii) If yes, the PAN								
(iii) Name of the Registrant (as appearing in PAN)								
(iv) If PAN is not available, whether applied for PAN Yes No								
3. Category (tick only one box)								
Manufacturer Warehouse								
Export Oriented Unit within Export Processing Zone								
Manufacturer's Depot Dealer								
4. Constitution of business (tick only one box) ( <i>Please see instruction No. 7</i> )								
Proprietorship Partnership Registered Company								
Unregistered Company Trust Society Oth								
Address of business premises     Name of Premises/Building								

(ii)	Flat/Door/Block No.						
(iii)	Road/Street/Lane						
(iv)	Village/Area/Locality						
Ì							
(v)	Block/Taluk/Sub-Division/ Town						
1 1							
(vi)	Post office						
(*1)							
(vii)	City/District						
(vii)	City/District						
/							
(viii)	State/Union Territory						
(ix)	PIN						
(x)	Telephone Nos.: (Please see instruction No.8)						
(xi)	Fax No. (Please see instruction No. 8)						
xii)	E-mail Address						
6.	Define boundaries of the premises to be Registered (Please see instruction No.9)						
(i)	North						
(ii)	East						
( <i>)</i>							
(iii)	West						
\''' <i>)</i>							
(iv)	South						
7.	Details of property holding rights of the Registrant with respect to the premises sought to						
٠.	be Registered (tick only one box)						
	be registered (tiek only one box)						
Owne	rship Lease/Rent						
If own	ned whether mortgaged/ hypothecated: Yes No						
8.	Estimated investment in land, plant and machinery (Rupees in Lakh):						
0.	Estimated investment in land, plant and machinery (Nupees in Eakir).						
Ω	Address of Head Office if different from that given at S.No. 5 above						
9.	9. Address of Head Office if different from that given at S.No. 5 above						
(i) Name of Promises/Puilding							
(i)	Name of Premises/Building						
/::\ 	Flat/Dee/Dleek Ne						
(ii)	Flat/Door/Block No.						
(iii)	Road/Street/Lane						

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(i, a)	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	
(iv)	Village/Area/Locality	$\neg$
$\perp$		
(v)	Block/Taluk/Sub-Division/ Town	
(vi)	Post office	
(vii)	City/District	
ÌĹ		
(viii)	State/Union Territory	
T T		$\neg$
(ix)	<u>                                     </u>	
(IX)		
(x)	Telephone Nos.: (Please see instruction No.8)	
(xi)	Fax No. (Please see instruction No. 8)	
(xii)	E-mail Address	
10.	Name, designation and address of the person signing this Application Form and of the	
	orised person(s): ( <i>Please see instruction No.10</i> )	
autilo	onsed person(s). (I lease see instruction No. 10)	
/i\	Name	
(i)		$\neg$
400		
(ii)	Designation	_
(iii)	Name of Residential Premises/Building	
(iv)	Flat/Door/Block No.	
(v)	Road/Street/Lane	
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(\(\dot{i}\)	\/\tillage/\rangle\rang	_
(vi)	Village/Area/Locality	$\neg$
(vii)	Block/Taluka/Sub-Division/ Town	
(viii)	Post office	
(ix)	City/District	
		口
(x)	State/Union Territory	
(^)		$\neg$
<u> </u>		
(xi)	PIN	
(xii)	Telephone Nos.: (Please see instruction No. 8)	
(a)	Office	
Ì		$\neg$
(b)	Residence	
(D)	NOSIGE	$\neg$
<u> </u>		
(xiii)	Fax No. (Please see instruction No. 8)	
		1

(xiv)	E-mail Address									
11. Details of Bank Accounts used for business transactions by the Registrant (Please see instruction No. 11)										
(a)	Number of Bank Accounts									
(b)	) Account 1									
(i)	Name of the Bank									
(ii)	Name of the Branch									
(11)										
(iii)	Account No.									
(c) (i)	Account 2 Name of the Bank									
(ii)	Name of the Branch									
(iii)	Account No.									
<b>Part</b> 12.										
(i)	Agencies/Departments (Please see inst  Customs Registration No. (BIN No.)  If yes, give details	Yes [	No []							
(ii)	Directorate General Foreign Trade's Ir Export Code No. If yes, give details	mport Yes [	No []							
(iii)	Sales Tax Registration Nos.									
(a)	State Sales Tax No.	Yes	No [							
	If yes, give details									
(b)	Central Sales Tax No.	Yes	No 🗍							
(-)	If yes, give details	Ц	Ц							
	1   1   1   1   1   1   1   1   1   1									

(iv)	Registrar of Company's CIN No.									
	If yes, give details									
Part	Part III: Proprietor/Partners/Chief Executive Officer /Chairman /Managing									
Director/Trustee etc.										
40	12 Made of hyginess (Places are instruction No. 1.4)									
13.	Mode of business ( <i>Please see instruction No. 14</i> ) Name									
(i)	name									
(ii)	Designation									
(iii)	Name of Residential Premises/Building									
	Traine of residential Fronties of Bullang	$\neg \neg$								
(iv)	Flat/Door/Block No.									
(v)	Road/Street/Lane									
(vi)	Village/Area/Locality									
(vii)	Block/Taluk/Sub-Division/ Town									
(viii)	Post office									
(ix)	City/District									
()	Otata // Union Tamitana									
(x)	State/Union Territory									
(vi)										
(xi)										
(xii)										
(711)		$\neg \neg$								
(a)	Office									
(b)	Residence									
(xiii)	) Fax No. (Please see instruction No. 8)									
(xiv)	) E-mail Address									
(xv)	PAN (issued by the Income Tax Department)									

## PART IV: Major Excisable goods to be manufactured, warehoused or traded/ Major inputs

Major excisable goods manufactured, warehoused or traded (description and CETSH) (*Please see instruction No. 15*)

(i)	(ii)	(iii)
(Ple	ase see instruction No. 15)	acture of final product (description and Cl
(i)	(ii)	(iii)
	DECLA	- RATION
I.		
		and complete in every respect and th
(Please tick a	ppropriate box)	
(a) For new R Certificate	egistration/Amendment to Registra	ation
l would lik –	e to receive the Registration Certifi	cate
by mail at of Part-I	the address specified at S. No	
by Hand		
(b) For amen existing F	dments to information pertaining Registrant	g to
The above from	e mentioned amendments are with	effect / / / / / / / / / / / / / / / / / / /
	(Signa	ture of the applicant/authorised person wit
stamp)		(Please see instruction No.
Date: Place:		· ·
(To be given i		<b>_EGEMENT</b> is not issued at the time of receipt of App
. •		istration)
(a) For new I	owledge the receipt of your Applica Registration / amendments to ex ion Certificate	
As desired	d, the New Registration Certificate y mail/ handed over to you in pers	
	dments to information pertainin Registrant	g to

## <u>Instructions for filling up the Application Form for Registration</u>

- 1) This Application Form should be used for applying for Registration as also for informing any corrections/ changes in the information, subsequent to Registration. Any change in the information subsequent to Registration, except those under Part IV, must be brought to the notice of the Central Excise Department. Such changes should be indicated by ticking the relevant box at the top of the Form, providing the Registration Number and filling up only such information that has undergone change leaving the boxes for information not to be amended blank.
- 2) The Application Form has to be filled in Duplicate, and submitted to the Deputy Commissioner of Central Excise or Assistant Commissioner of Central Excise, having jurisdiction over the place of business.
- 3) Export Oriented Units and Units in Export Processing Zones in the Port Towns/cities which are in the jurisdiction of Commissioners of Customs would submit the Application Form to the concerned Deputy Commissioner of Customs or Assistant Commissioner of Customs.
- 4) After entering the relevant details, extra boxes in a field may be left blank. Also one box may be left empty after completion of each entry. For example more than one telephone number may be given as under:

0 1 1 3 0 9 2 8 2 9 0 1 1 3 0 9 2 8 3 0

- 5) The name should be the name and style in which the Registrant is likely to carry out business from the premises seeking to be registered. Please do not mention any prefixes such as M/s, Mr., Sh., etc
- 6) An attested copy of PAN allotted by the Income Tax Department should be enclosed; in case PAN has not been allotted attested copy of the acknowledged application for PAN should be enclosed.
- A registered company means, a company registered with the Registrar of Companies under the Companies Act, 1956 (1 of 1956) and having a CIN number. Unregistered means a company that is not so registered
- 8) Telephone and fax numbers to be given with NSD code, without leaving a gap.
- 9) The description of the boundaries of the premises to be registered, should correspond to the one given in the Land Records.

- 10) If there are more than one authorized persons, information is to be provided in respect of all in a separate sheet in the same box format.
- 11) In case the Registrant has more than one Bank Account, for transacting his business, only two accounts with the maximum transactions must be mentioned.
- 12) The details relevant to the Registrant only are to be filled. The details of businesses carried out from other premises need not be filled.
- 13) If the status of the company is shown as Registered Company in Part I 4, then the information in Part II 12 (iv) is mandatory.
- The maximum number of persons, whose details are to be provided, should not exceed seven. In the case of a partnership firm, details of partners are to be provided; in case of Registered /unregistered company, the details of its Chief Executive Officer /Chairman and Managing Director/Managing Director/Chairman/ key Directors as per relevance are to be provided; in the case of Society, the details of its President, key Executive Members, are to be provided; in case of any other type of business, the details of key personnel engaged in management of the business are to be provided. If more names are to be provided the information shall be provided in respect of all in a separate sheet in the same manner.
- 15) The details of the three major excisable goods/inputs likely to be manufactured/used/traded should be mentioned.
- The instructions in respect of the person signing the Application for registration are as under:
  - (a) The Application may be signed by the Registrant himself or by his authorised agent having general power of attorney.
  - (b) The person signing the Application must be a holder of Permanent Account Number (PAN) allotted by the Income Tax Department.
  - (c) In case of unregistered partnerships, all the partners should sign the application.
  - (d) In case of registered Partnership the Managing Partner or other partners so authorised in the Partnership Deed may sign the application.";

## "Annexure II Form RC **Central Excise Registration Certificate**

			[Un	der rule 9 of	the Cent	ral Exci	se Rules, 2	002]				
This	is	to	certify,	subject _(Registrant		onditior its	s specif constitutio		_	gistered business	M/s for s) at the	
busines of rece	•	emises	s) on the	basis of the A	Application	on rece	ived in this	office o	`		(date	
Registrat	ion N	Numbei	r is									
Date : Place:							eputy Comm ssistant Cor	nmissic	r of Ce oner of		ise or Excise	
Conditi (i)			•	n Certificate	is valid f	for the	premises ar	nd purp	oses s	pecified	in the	
(ii)	) This Registration Certificate is not transferable.											
(iii)		_		Certificate is		l in cas	e the consti	tution c	of the m	nanagem	ent of	

- the firm undergoes change(s).
- No corrections/changes in the Registration Certificate will be valid unless the request (iv) for any correction/change is applied for and the same is acknowledged.
- (v) This Registration Certificate shall remain valid till the Registrant carries on the activity for which it has been issued or surrenders it or till it is revoked or suspended.
- The grant of this Registration Certificate shall be without prejudice to the rights of (vi) any other person(s) over the registered premises or purpose to which such person may be lawfully entitled.".