

OFFICE OF THE MUNICIPAL CORPORATION SOLAN
BYE LAWS FOR GRANT OF TRADE LICENSE FOR USE OF PREMISES AND STORAGE OF
ARTICLES IN A PREMISES
NOTIFICATION

Solan- ___/___/2023

NO.- MC-SLN(F)-Trade License (6)- 1/2021 In exercise of the powers conferred under Chapter XVIII read with section 395 of the Himachal Pradesh Municipal Act, 1994, I, Ekta Kapta, Commissioner, Municipal Corporation Solan, Distt. Solan, Himachal Pradesh hereby notify the following Bye-laws: —

1. Short title, extent and commencement. —(i) These Bye-Laws may be called **The Grant of Trade License for Use of Premises and Storage of Articles in a Premises Bye-Laws, 2023, Solan Municipal Corporation.**

(ii) These Bye Laws shall come into force from the date of their publication in the Official Gazette.

(iii) No person or business operator shall commence or carry on any business activity without a license issued as per the provisions under Section 324 of chapter XVIII and 1st schedule of the Himachal Pradesh Municipal Corporation Act, 1994 and the Bye-Laws made there under.

(iv) These Bye Laws shall apply to all shops/premises falling within the Municipal limits of this Corporation which may not be used without license for the purpose specified in Section 324 of chapter XVIII and 1st schedule of the Himachal Pradesh Municipal Corporation Act, 1994 as per Annexure I and Annexure II for storage of any Article within the municipal limits.

2. Definitions. —in these Bye-Laws, unless the context otherwise requires: —

- (a) “Act” means the Himachal Pradesh Municipal Corporation Act, 1994, (Act No 12 of 1994)
- (b) “Authorized Officer” means Commissioner or any other Officer specifically authorized by the Commissioner, Municipal Corporation, Solan.
- (c) “Inspector” means Sanitary Inspector or any other Official of the Municipal Corporation duly authorized by the Commissioner.
- (d) “License” means a written permission granted by the Commissioner or any other official/Officer duly authorized by the Commissioner in favour of the person, owner & occupier of a premises for sale/storage of articles specified in Annexure I & II of these Bye-Laws.
- (e) “Licensing Officer” means Commissioner or any other officer duly authorized by the Commissioner to grant/ renew License under the provisions of these Bye-Laws.
- (f) “Premises”, means any shop/store/place where the articles specified in Annexure I & II are kept for sale/storage in the godown/premises.
- (g) “Small Scale Business/Trade” means premises covering maximum area of 25 sq.ft., “Medium Scale Business/Trade” means premises covering area of 25 Sq.ft. to 100 sq. ft.. and “large Scale Business/Trade” means premises covering area of more than 100 Sq. ft.
- (h) “Shopkeeper” means any person running and managing the affairs of the
- (i) shop/premises/place including its owner/occupier, but shall not include a trespasser.
- (j) The words and expression not defined under these Bye-Laws shall have the same meaning or sense as are defined in Himachal Pradesh Municipal Corporation Act, 1994.

3. Procedure for obtaining License. —(a) Any person who wants to operate/run any business/trade as specified in Annexure I and/ or store any article as specified in Annexure II within the areas of the Municipal Corporation Solan shall apply for license on prescribed Form A to the Commissioner, Municipal Corporation Solan. In case of violation of this provision, penalty as prescribed under these Bye Laws shall be imposed.

(b) Period of License— (1) The License shall be issued for a period maximum up to five years at a time w.e.f. 1st of April to 31st of March and the License shall automatically come to an end after completion of such period.

3. Renewal of License. —(i) The License shall be renewed automatically after the expiry of the validity period of license on deposit of requisite/ prescribed license fee by the applicant. The license shall be renewed without any late fee after submission of application for renewal by the applicant to the office of Municipal Corporation within one month after expiry of license. .

(ii) The applicant may submit any relevant information in writing at the time of renewal of the license.

4. Transfer of License. —(i) The license issued under the Bye-Laws shall not be transferred in the name of any person except in case of the death of original licensee wherein it shall be made/ transferred in the name of the legal heirs only for the validity period of license on production of supporting documents and shall be decided by the Commissioner keeping in view the circumstances of the case.

(ii) The licensee shall provide information to the Commissioner for winding up of his business under such license.

5. License Fee. —(i) The license fee for grant of license shall be decided by the Commissioner from time to time. However, the fee will be calculated on annual license fee rate multiplied by number of years the license is requested by the applicant. The fee shall be charged in the following manner: —

Sl. No.	Scale of business	License period	
		Yearly	5 yearly
1.	Small scale business/trade	100/-	500/-
2.	Medium business/trade	1000/-	5000/-
3.	Large scale business/trade	2000/-	10000/-

Small Shops/Stalls put up during festivals/fairs or any other occasion within Municipal Corporation jurisdiction, the fee shall be charged on the following rates: —

- (a) Small Shop/Stall Rs. 20/- Per Sq. Ft. Per Day
- (b) Medium Shop/Stall Rs. 20/- Per Sq. Ft. Per Day
- (c) Large Shop/Stall Rs. 20/- Per Sq. Ft. Per Day

- (k) **Explanation.** — Small Shop/Stall means premises covering maximum area of 25 sq.ft, Medium Shop/Stall means premises covering area of 25 Sq.ft to 100 sq. ft. and large Shop/Stall means premises covering area of more than 100 Sq. ft.

(ii) Fee structure for permission for Shooting of the Films/Documentaries in MC area: —

Big budget Films/Movies	Medium budget Films/Movies	Low budget Films/Movies/TV Serials/Musical Albums/ Advertisements
(Films above Rs. 75.00 Crores)	(Films above Rs. 5.00 Crores upto Rs. 75.00 Crores)	(Films upto Rs. 5.00 Crores)
Rs. 70,000/-per day	Rs. 30,000/- per day	Rs. 15,000/- per day

6. Conditions for grant of license. —(i) The License shall not be valid for any other purpose, except for the items/articles for which it is granted under these Bye Laws.

(ii) The permission shall, unless specified otherwise in the license, be valid in the entire Municipal Corporation limits, subject to such conditions as may be imposed by the Commissioner.

(iii) The owner /occupier of the premises shall have to produce the license before the inspector or the licensing officer at any point of time as may be demanded/ordered by them.

(iv) The Commissioner shall have a right to impose or alter any of conditions in the license as may be deemed fit by him/her under the provisions of Chapter XVIII of the Himachal Pradesh Municipal Corporation Act, 1994.

(v) The applicant shall submit a self-declaration regarding information submitted by him / her about the premises to be used for business/ trade viz. type of business, area, approval of map and nature of property *i.e.* commercial or domestic etc. to be true to the best of his knowledge and belief.

(vi) The licensee shall maintain proper record of the articles kept for sale or storage in the premises as may be required by the Licensing Officer. Further the licensee shall comply with all the directions and instructions issued to him by the Commissioner or the Licensing Officer from time to time.

(vii) The licensee will ensure timely payment of Municipal dues.

(viii) Time period for issue of License: - The license shall be issued as per the time lines notified/specified for this service under Public Service Guarantee Act, 2011.

8. Late fees. In case the person fails to renew license within the stipulated period he shall have to deposit the late fees for the period @ 50% of the amount for the first month, @75% for the second month, @100% upto one year, @125% upto two years and thereafter @ 150% for the remaining period.

9. Denial of license. — (1) The license shall not be granted;

- to a person suffering from any contagious diseases.
- to a person convicted for unlawful sale or storage of any articles mentioned in Chapter XVIII of the Himachal Pradesh Municipal Corporation Act, 1994
- to a person who has been found to have habitually committed the breach of these Bye

Laws or the terms of the license.

(d) to a person not below the age of 18 years.

(2) (a) Subject to Bye-Laws 9 (1), license to any person, who applies to the Commissioner or Licensing Officer in this behalf and tenders the prescribed fee shall be granted by that officer, unless for reasons to be recorded in writing by him.

(b) The Licensee shall be liable to pay transfer charges @ ___/- per license at the time of effecting transfer of License.

(c) The licensee shall abide by the terms and conditions of the license and the license shall be displayed at the convenient/ conspicuous place /reception of the premises.

(d) The Inspector or inspecting staff concerned shall have a right to enter and inspect the premises and the licensee shall provide necessary assistance to the inspecting staff at the time of inspection of licensed premises.

(e) The licensee shall not make any encroachment/ overhanging projection on public streets and Municipal drains in any manner.

10. Offences and penalties. —

- (i) In addition to the penalty as provided under Himachal Pradesh Municipal Corporation Act, 1994, any person in possession of the premises found violating any of the provisions of these Bye- Laws shall in the first instance be liable for suspension of license for a period of one week and for repetition of the same violation within two years be liable for penalty as prescribed under the second schedule of the Municipal Corporation Act, 1994.
- (ii) If any person or business operator, himself or by any person on his behalf who is required to obtain license, carries business activities without license, he/she shall be liable for the penalty of ten times of the license fee
- (iii) If the information submitted by the applicant under self-declaration is found to be false, he/she shall be liable for the penalty of ten times of the license fee and his/ her license will be cancelled.
- (iv) In case of repeated violation, the concerned person, owner or occupier, as the case may be shall be liable for cancellation/withdrawal of License which can only be restored on receiving written undertaking accompanied by surety from the person violating these Byelaws subject to the satisfaction of the Commissioner.

By order,
Sd/-

Commissioner, Municipal Corporation Solan,

Distt. Solan (H.P.)

PURPOSES TO WHICH PREMISES MAY NOT BE USED WITHOUT A LICENSE:

1. Banking
2. Cinematograph films, shooting of
3. Cinematograph film by any process whatsoever, Treating of
4. Chilies or masala or r seeds, Grinding of by mechanical means
5. Cloth, Yarn or leather in indigo or in other colors, Dyeing or printing of
6. Cloth, or yarn Bleaching
7. Keeping of an eating house or a catering establishment. Grain, Parching
8. Ground nut seeds, tamarind seeds or any other seeds, Parching
9. Keeping of hair dressing saloon or a barber's shop
10. Hides or skins, whether raw or dried Tanning, pressing or packing
11. Keeping a laundry shop
12. Leather goods, manufacturing or by mechanical means
13. Keeping of a Litho Press
14. Keeping of a lodging house
15. Metal Casting
16. Precious metals, refining of or recovering of them from embroideries
17. Keeping of a Printing Press
18. Keeping a sweetmeats shop except in premises already licensed as an eating house
19. Keeping a tailoring shop
20. Keeping a tailoring shop
21. Carrying on the trade or business of or any operation connected with the trade of
 - (i) Autocar or autocycle servicing or repairing.
 - (ii) Blacksmith
 - (iii) Coppersmith
 - (iv) Electroplating
 - (v) Glass beveling
 - (vi) Glass cutting
 - (vii) Glass polishing
 - (viii) Goldsmith
 - (ix) Marble cutting, grinding, dressing or polishing
 - (x) Metal (ferrous or non-ferrous or antimony but excluding precious metal cutting or treating metal by harmoring drilling, pressing, filling, polishing, heating or by any other process whatever or assembling parts of metal.
 - (xi) Photography-Studio
 - (xii) Radio (wireless receiving set) selling, repairing, servicing or manufacturing
 - (xiii) Silversmith
 - (xiv) Spinning or weaving cotton silk, art silk, or jute or wool with the aid of power.
 - (xv) Stone grinding, cutting, dressing or polishing.
 - (xvi) Timber or wood sawing or cutting, by mechanical or electric power.
 - (xvii) Tinsmith
 - (xviii) Washer man's trade.
 - (xix) Welding of metal by electric, gas or any process whatsoever.
22. Manufacturing, parching, packing, pressing, cleaning, cleansing, boiling, molting, grinding or preparing by any process whatever any of the following articles —
 - (i) Aerated waters
 - (ii) Bakelite goods
 - (iii) Bidis (indigenous cigarettes) snuff, cigars or cigarettes
 - (iv) Bitumen
 - (v) Blasting powder
 - (vi) Bones

- (vii) Bricks or tiles by hand power
- (viii) Bricks or tiles by mechanical power
- (ix) Brushes
- (x) Candles
- (xi) Catgut
- (xii) Celluloid or celluloid goods
- (xiii) Cement concrete designs or models
- (xiv) Charcoal
- (xv) Chemicals
- (xvi) Cinematograph films stripping in connection with any trade
- (xvii) Cosmetics or toilet goods
- (xviii) Cotton, cotton refuse, cotton waste, cotton yarn, silk, silk yarn, silk inclusive of waste yarn, art silk, art silk waste, art silk yarn, wool or woollen refuse or waste.
- (xix) Cotton seeds
- (xx) Dammar
- (xxi) Dynamite
- (xxii) Fat
- (xxiii) Fireworks
- (xxiv) Flax
- (xxv) Ink for printing, writing, stamping etc
- (xxvi) Gas (xxvii)
- (xxvii) Ghee
- (xxviii) Glass or glass articles
- (xxix) Gunpowder
- (xxx) Hemp
- (xxxi) Ice (including dry Ice)
- (xxxii) Insecticide or disinfectants
- (xxxiii) Leather, cloth or rexin cloth or water proof cloth
- (xxxiv) Lime
- (xxxv) Linseed oil
- (xxxvi) Matches for lighting (including Bengal matches)
- (xxxvii) Mattresses and pillows
- (xxxviii) Offal
- (xxxix) Oil-cloth
- (xl) Oil other than petroleum (either by mechanical power or by hand power or ghani driven by bullock or any other animal).
- (xli) Pharmaceutical or medical products
- (xlii) Rubber or rubber goods
- (xliii) Paints
- (xliv) Paper or cardboard
- (xlv) Pickers from hides
- (xlvi) Pitch
- (xlvii) Plastic goods
- (xlviii) Pottery by hand power
- (xlix) Pottery by mechanical or any power other than hand power
- (l) Sanitary-ware or china-ware
- (li) Soap
- (lii) Sugar
- (liii) Sweetmeat and confectionery goods
- (liv) Tallow
- (lv) Tar
- (lvi) Varnishes
- (lvii) Wooden furniture, boxes, barrels, khokas or other articles of wood or of plywood or of sandal wood.

ARTICLE WHICH MAY NOT BE STORED IN ANY PREMISES WITHOUT A LICENCE

1. Asafootida
2. Ashes
3. Bamboos
4. Bidi or Bidi leaves
5. Blasting powder
6. Blood
7. Bones, bone meal or bone powder
8. Camphor
9. Carbide of calcium
10. Cardboard
11. Celluloid or celluloid goods
12. Cement
13. Charcoal
14. Chemical liquid
15. Chemicals, non-liquid
16. Chilies
17. Chlorate mixture
18. Cinematograph films-non-inflammable or acetate or safety base
19. Cloth in pressed bales or boras
20. Cloth or clothes of cotton, wool, silk, art silk etc
21. Coal
22. Coconut fiber
23. Coke
24. Compound gas, such as oxygen gas, hydrogen gas, nitrogen gas, carbon dioxide gas, sulphur dioxide gas, chlorine gas, acetylam gas etc.
25. Copra
26. Cosmetics and toilet needs
27. Cotton including kahok, surgical cotton and silky cotton
28. Cotton refuse or waste or cotton yarn refuse or waste
29. Cotton seed
30. Detonator
31. Dry leaves
32. Dynamite
33. Explosive paint such as nitrocellulose paint, lacquer paint, enamel paint etc
34. Fat
35. Felt
36. Fins
37. Fire wood
38. Fire-works
39. Fish (dried)
40. Flax
41. Fulminate
42. Fulminate of mercury
43. Fulminate of silver
44. Golatino
45. Golignite
46. Grass
47. Gun-cotton

48. Gun-powder
49. Gunny Bags
50. Hair
51. Hay or fodder
52. Hemp
53. Hessian cloth (gunny bag cloth)
54. Hides (dried)
55. Hides (raw)
56. Hoofs
57. Horns
58. Incense or saas
59. Jute
60. Khokas, boxes, barrels, furniture or any other article of wood
61. Lacquer
62. Leather, leather cloth, raxine cloth and water proof cloth
63. Matches for lighting (including Bengal matches)
64. Mathylated spirit, denatured spirit or French polish
65. Nitro-cellulose
66. Nitro-compound
67. Nitro-glycerine
68. Nitro-mixture
69. Offal
70. Oil, other than petroleum
71. Oilseeds including almonds, but excluding cotton-seeds
72. Old paper or waste paper including old newspapers, periodicals magazines, etc
73. Packing stuff (paper cutting)
74. Paints
75. Paper other than old paper in pressed bales or loose or in reams
76. Petroleum, other than dangerous petroleum, as defined in the Petroleum Act, 1934
77. Phosphorous
78. Pharmaceutical or medical goods
79. Photostat, cyclostyling, typing and printing machines
80. Plastic or Plastic goods
81. Plywood
82. Rags, including small pieces or cutting of cloth, hessian cloth, gunny bag cloth, silk, art silk or woolen cloth.
83. Resin or dammer Battar otherwise known as Ral
84. Rubber and rubber goods
85. Safety fuses, fig signals, cartridges etc
86. Saltpeter
87. Sandal wood
88. Sanitary-ware, hardware and other articles made of iron, iron-sheets, pipes, iron angles and G.I. Pipes.
89. Shoes including leather, PVC Canvas rubber and plastic shoes
90. Silk waste or silk yarn waste, art silk waste or art silk yarn waste
91. Sisal fiber
92. Skins (raw or dried)
93. Straw
94. Sulphur
95. Tallow
96. Tar, ditch, dammor or bitumen
97. Tarphlin

98. Thinner
 99. Timber
 100. Turpentine, Utensils, crockery, China and earthen-ware, aluminium ware, stainless steel and iron goods.
 101. Varnish
 102. Wool (raw)
 103. Yarn other than waste yarn
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Application Form for Trade License/व्यवसाय लाईसेंस के लिए आवेदन पत्र
(under H.P. Municipal Act,1994/हि 0 प्र0 नगर निगम अधिनियम 1994 के तहत)

1.	Applicant information/ आवेदक का ब्योरा	
	Name/नाम :	
	Father/Husband Name/पिता / पति का नाम :	
	Pan Card No. /पैन कार्ड नं०	
	Aadhar No. /आधार नं०	
2.	Applicant Residential Address/ आवेदक का स्थायी पता :	
	Building Name/ Number/मकान का नाम :	
	Street Name/ गली का नाम:	
	District/जिला :	
	City / "शहर :	
	Pin/पिन:	
3.	Applicant contact details/ आवेदक के संपर्क का विवरण :	
	Email/ ई मेल:	
	Mobile No./मोबाइल नं :	
4.	Trade Address (where applicant want to start business)/ व्यवसाय का पता (जहां आवेदक व्यवसाय शुरू करना चाहते है)	
	Building name/number/ इमारत का नाम/ नं :	
	Street Name/ गली का नाम	
	Ward No./वार्ड नं :	
	Ward Name/ वार्ड का नाम :	
	Name of ULB/शहरी स्थानीय निकाय का नाम	
	District/जिला :	
	Pin/पिन :	
5.	Trade Contact Details/ व्यवसाय संपर्क सूचना	
	Email/ ई मेल::	
	Mobile No./ मोबाइल नं :	
6.	Trade Category/व्यवसाय वर्ग :	
	(Annexure-I and Annexure-II)/ (अनुबंध I तथा अनुबंध II)	
7.	Nature of Business/ व्यवसाय का प्रकार/ किस्म	
	Business details (Brief description)/ व्यवसाय का विवरण (संक्षिप्त विवरण):	
	No. of Year(s) license is required (Max. 15 years/ लाईसेंस कि अवधि (अधिकतम 15 वर्ष):	
	Whether Map is approved (Yes/No)/नक्शा स्वीकृति (हाँ /ना) :	

	If yes, map approved as (Residential or Commercial)/ यदि हाँ, नक्शा स्वीकृति (आवासीय / व्यावसायिक):	
8.	Business/Trade Registration No./ व्यापार/ व्यवसाय रजिस्ट्रेशन नं. :	

Declaration:

घोषणा पत्र:

I, _____ s/o,d/o,w/o _____ resident
of _____ मै _____ पुत्र / पुत्री / पत्नी
_____ निवासी

_____ do hereby solemnly affirm and declare that the information submitted by me for/इस बात कि पूरी तरह से पुष्टि करता/ करती हूँ तथा घोषित करता/करती हूँ कि व्यवसाय लाईसेंस प्रपट करने acquiring Trade License is true and correct to the Best of my knowledge and belief./ के लिए मेरे द्वारा प्रस्तुत की शी जानकारी मेरे ज्ञान और विश्वास क अनुसार सही है ।

If any information submitted by me is found incorrect / misleading at any stage, then/ I will be liable for legal action.

यदि मेरे द्वारा दी गयी सूचना किसी भी स्तर पर गलत या भ्रमिक पायी गयी, तो मै कानूनी कार्यवाही के लिए उत्तरदाई हौंगा/हौंगी

(Signature of the Applicant)
(आवेदक के हस्ताक्षर)

Form for Renewal of Trade License

Existing License No.		
Name of Licensee		
Nature of Business/Trade		
Date of Issue		
Date of Expiry		
Period of Renewal of license		

Form for Transfer of License

Existing License No.		
Name of original Licensee		
Nature of Business/Trade		
Date of death of original licensee		
Name of applicant to whom license to be transferred		
Period of Renewal of license		
Detail of attached supporting documents		

Information to be provided for winding up of Business/Trade

I, _____ s/d/o _____ resident of _____
hereby inform in advance that I shall be winding up my Business/trade registered under registration
No. _____ and trade license No. with effect from _____.

Signature of applicant

OFFICE OF MUNICIPAL CORPORATION SOLAN कार्यालय नगर निगम सोलन
DISTRICT SOLAN HIMACHAL PRADESH.
जिला सोलन हिमाचल प्रदेश ।

TRADE LICENSE
व्यवसाय लाइसेंस

LICENSE NO.....
लाइसेंस संख्या

DATED:
दिनांक:

This Trade License is being issued by the Municipal Corporation Solan, यह व्यवसाय लाइसेंस नागरिक निगम सोलन जिला District Solan (H.P.) under Sections 324 of chapter XVIII of the Himachal Pradesh Municipal Corporation Act, 1994 in favor of Sh. /Ms. /Smt.s/o, d/o, h/o,W/o Sh..... के अंतर्गत श्री/कुमारी/ श्रीमतीसुपुत्र/सुपुत्री / पति / पत्नी _____ to run/store _____ Trade under following conditions:-
को _____ व्यवसाय करने हेतु निम्न शर्तों पर जारी किया जा रहा है :-

- i. This license will be valid for _____ period.
इस लाइसेंस की अवधि _____ वर्ष तक मान्य होगी ।
- ii. The licensee shall have to produce this license before authorized inspection officer/ इस लाइसेंस को लाइसेंस निरीक्षण हेतु अधिकृत किए गए नगर निगम Official by Municipal Corporation Solan for inspection.
अधिकारी/कर्मचारी को प्रश्रीत करना होगा
- iii. If licensee wants to wind-up his/her trade/business, he/ she shall give this information यदि कोई भी व्यक्ति अपना कारोबाआर बंद करना चाहता है तो इसकी सूचना तुरंत immediately prior to such wind-up.
नगर निगम को दें ।

The license issued shall only be valid for Trade/Storage of articles listed as यह प्रमाण पत्र केवल Bye-Laws में सम्मिलित अनुबंध -I एवं II में दर्शाये गए Annexure-I and II in the Bye-Laws.
व्यवसाय / संग्रह मर्दों के लिए मान्य होगा ।

Commissioner, Municipal Corporation Solan,
Distt. Solan (H.P.).