

# APPLICATION PROCEDURE

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**LOG IN AS REGISTERED USER**

**SELECT THE APPLICATION FORM**

**APPLY ONLINE**

(Fill up all the Information correctly and Fields with (\*) mark is mandatory)

1. Read all the Instruction & Procedures carefully.
2. Scan and keep ready all necessary supporting documents in a PDF format for online submission.
3. Read the payment information and keep your banking details ready for online payment

**UPLOAD SUPPORTING DOCUMENTS**

(Upload Scan Copy of Supporting Documents in PDF/JPEG Format)

**MAKE PAYMENT**

**SUBMIT THE ONLINE FORM**

**GET ACKNOWLEDGEMENT RECEIPT**

Once the application is approved, applicant will be able to download the licence/ certificate from the portal.

# STAGE WISE TIMELINES AND PROCEDURE

