

# J&K GOVERNMENT EXCISE DEPARTMENT

## CHECK LIST FOR GRANT/RENEWAL OF LIQUOR LICENSES IN J&K STATE

### FORMALITIES/PROCEDURE PRESCRIBED FOR

# RENEWAL OF LIQUOR LICENSES

- 1/ In terms of Rule 15 of the J&K Liquor License and Sales Rules, 1984, captioned below, applications for renewal of liquor licenses obtained from the licensees:  
  
***"All applications, for the grant or renewal of licenses, which requires the orders of the Excise Commissioner under these rules should be received through the proper channel in the Excise Commissioner's office before the end of October in each year."***
- 2/ Accordingly, the ETO concerned obtain applications from the liquor licensees for renewal of licenses for the forthcoming year along with following documents:
  - (a) Prescribed application form for renewal of license.
  - (b) Affidavit.
  - (c) Medical fitness certificate.
  - (d) Bank certificate as to who is operating account of liquor license.
- 3/ The ETO concern recommend the case to the Deputy Excise Commissioner (Executive) Jammu/Kashmir along with above mentioned documents obtained from the licensees.
- 4/ The Deputy Excise Commissioner (Executive) Jammu recommend the case along with report of ETO concerned to the Excise Commissioner, J&K Government.
- 5/ The Excise Commissioner, J&K Government grant approval to the renewal of liquor license for the next year in terms of Rule 14 of the J&K Liquor License and Sales Rules, 1984 read with Government Notification issued under SRO 98 dated; 5/04/2005, subject to the following conditions:-
  - (i) That there is nothing outstanding against the license on account of Excise/Sales Tax etc.
  - (ii) The licensee shall deposit prescribed license fee.
  - (iii) That the concerned ETO shall furnish a report/certificate that both the licensee and the licensed premises are in existence.

- 6/ The Deputy Excise Commissioner (Executive) Jammu after receiving Treasury Receipt on account of license fee and copies of licenses, forward the case to the Excise Commissioner, J&K Government for formal renewal of liquor license.
- 7/ The Excise Commissioner, J&K Government renew the liquor license.