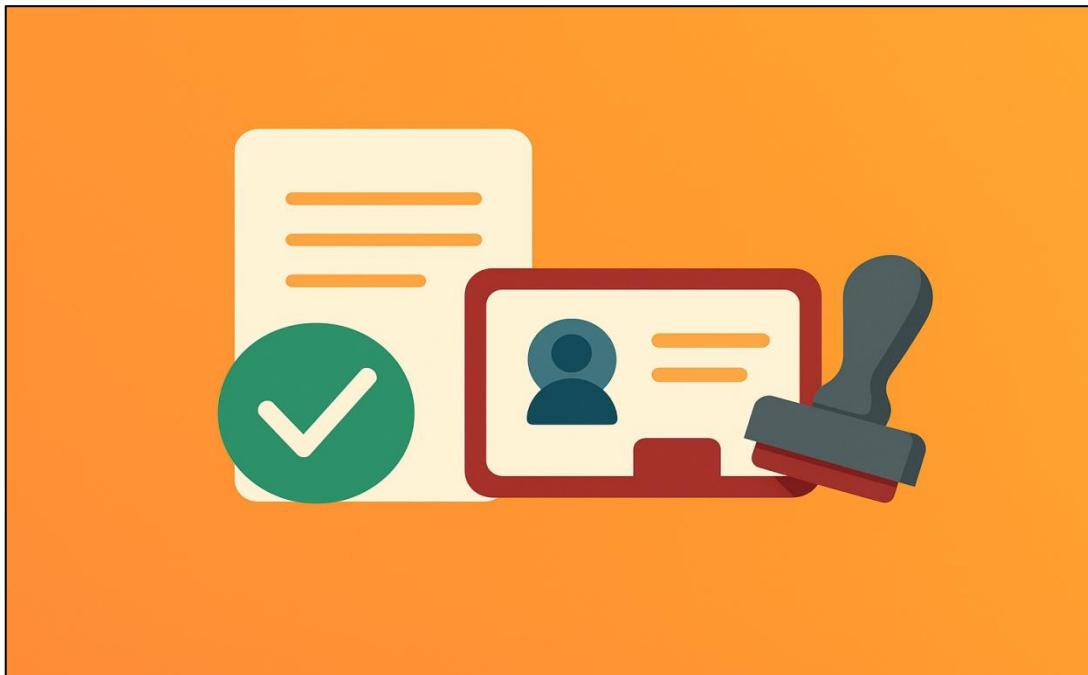




**Excise Department  
Government of Meghalaya**



**C-TEL INFOSYSTEMS PVT. LTD**  
Hyderabad, Telangana

# Wholesale License Registration User Manual

## Table Of Contents

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2. Wholesale License Registration.....	4
2.1 Central Bonded Warehouse/Sate Bonded Warehouse/Military Canteen/Paramilitary Force .....	4

**\*\*User required to handle all alert pop-up by clicking ok\*\***

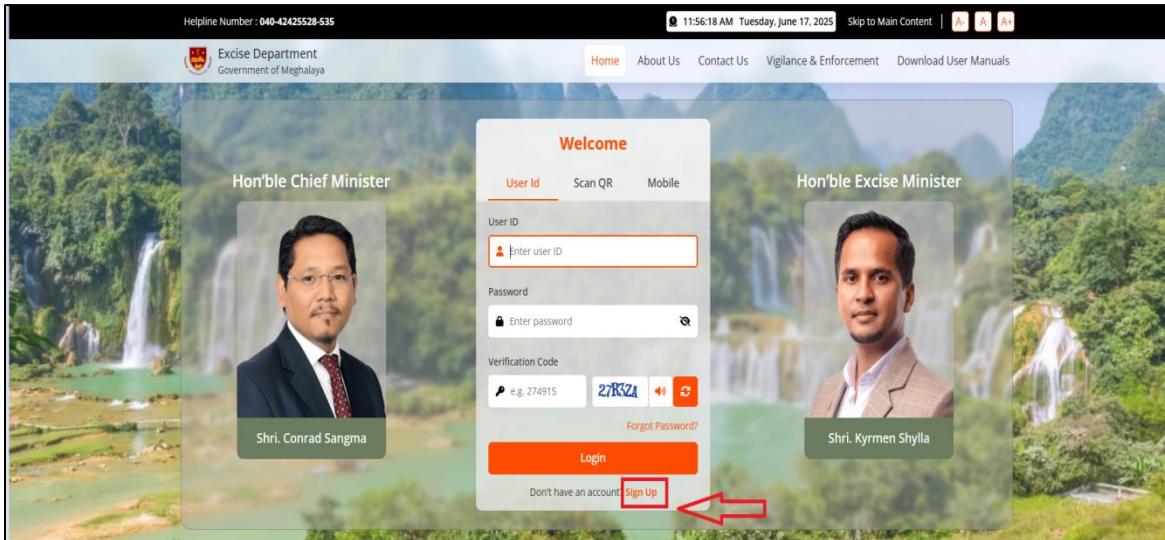
### 1. Overview:

- Implementation of an e-Governance Systems for Excise Functions of “Excise Department Govt. of Meghalaya
- The Purpose of this Document is to Provide a Detailed Description to the User which helps to Perform License Registration Process of Wholesale as shown below.

## Wholesale License Registration User Manual

### 2. Wholesale License Registration

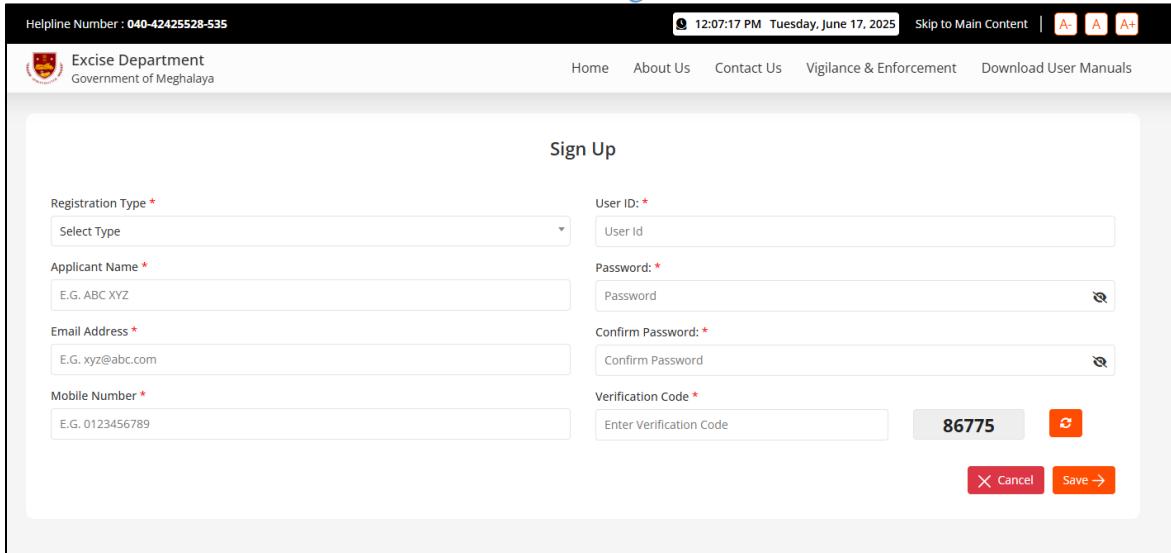
#### 2.1 Central Bonded Warehouse/State Bonded Warehouse/Military Canteen/Paramilitary Sign Up:



- User need to do sign up before license registration as shown in above figure.
- The user need to select the Registration type as Bottling/Brewery/Wholesale/Retailer.

A screenshot of the 'Sign Up' page. The 'Registration Type' dropdown is open, showing options like 'Temporary Bar License Registration', 'CSD Non Local Registration', 'Spirit Import Registration', and 'Bottling/Brewery/Wholesale/Retailer'. The 'Bottling/Brewery/Wholesale/Retailer' option is highlighted with a red box and a red arrow. The form also includes fields for 'User ID', 'Password', 'Confirm Password', 'Verification Code', and 'Enter Verification Code'.

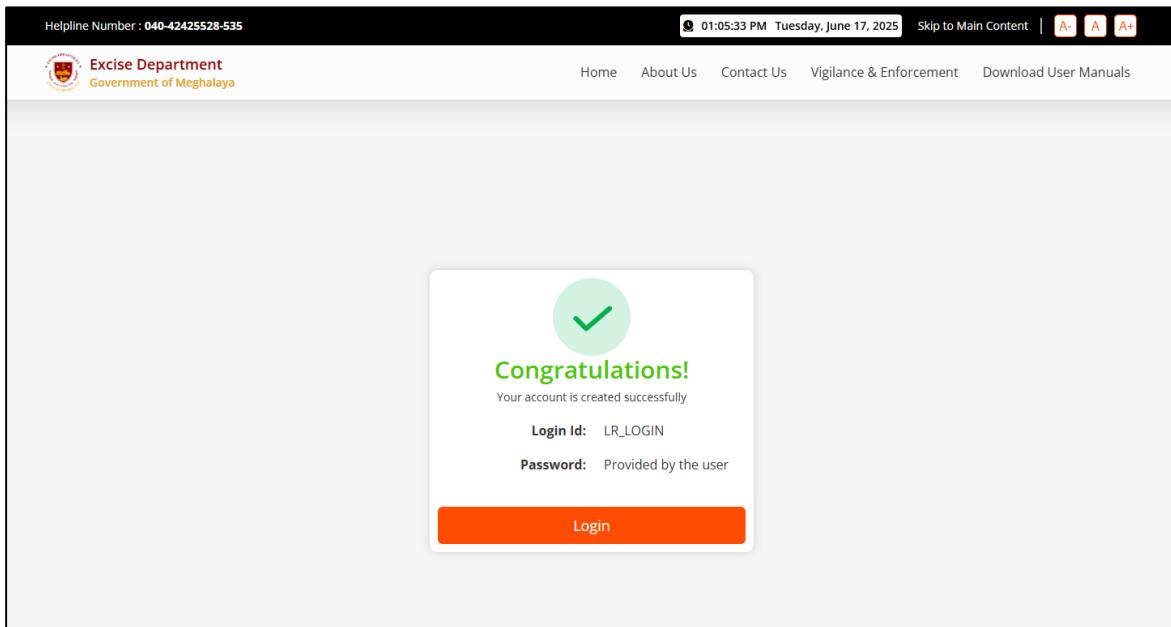
## Wholesale License Registration User Manual



The screenshot shows the 'Sign Up' page of the Wholesale License Registration User Manual. The page has a header with the Excise Department logo and the text 'Excise Department Government of Meghalaya'. The top right corner shows the date and time as '12:07:17 PM Tuesday, June 17, 2025' and includes links for 'Skip to Main Content', 'A-', 'A', and 'A+'. The main form area is titled 'Sign Up' and contains the following fields:

- Registration Type \*: A dropdown menu with 'Select Type' as the placeholder.
- User ID: \*: An input field labeled 'User Id'.
- Applicant Name \*: An input field with placeholder 'E.G. ABC XYZ'.
- Password: \*: An input field with placeholder 'Password' and a visibility icon.
- Email Address \*: An input field with placeholder 'E.G. xyz@abc.com'.
- Confirm Password: \*: An input field with placeholder 'Confirm Password' and a visibility icon.
- Mobile Number \*: An input field with placeholder 'E.G. 0123456789'.
- Verification Code \*: An input field with placeholder 'Enter Verification Code'.
- Verification Code: A text box containing '86775' with a refresh icon.
- Buttons: 'Cancel' (red) and 'Save →' (orange).

- The User need to fill in all mandatory details and save the sign page as shown above figure.
- The user get the OTP on registered mobile number, enter the OTP and click on submit button then account created successfully pop up with user id will be displaying as shown below figure.

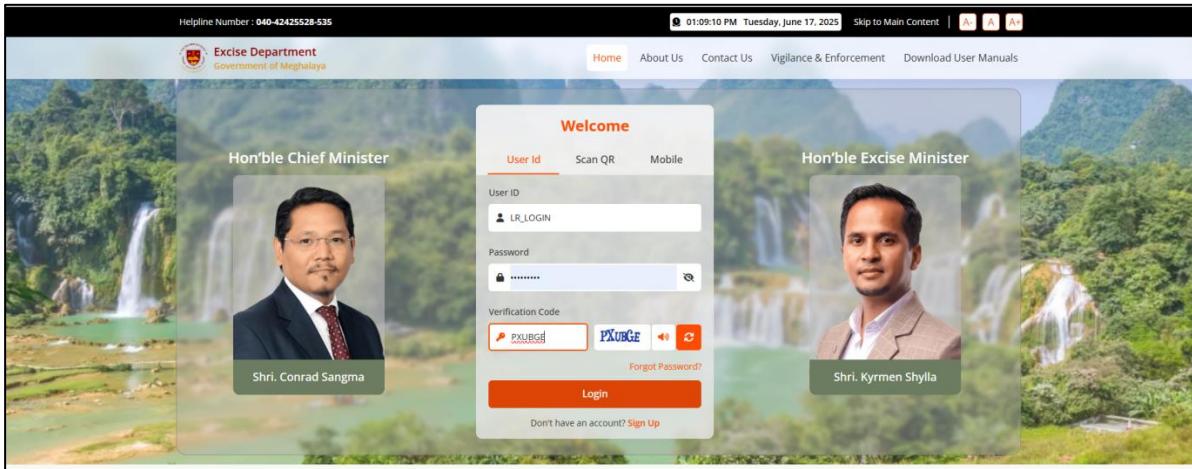


- User need to click on Login button as shown in above figure.

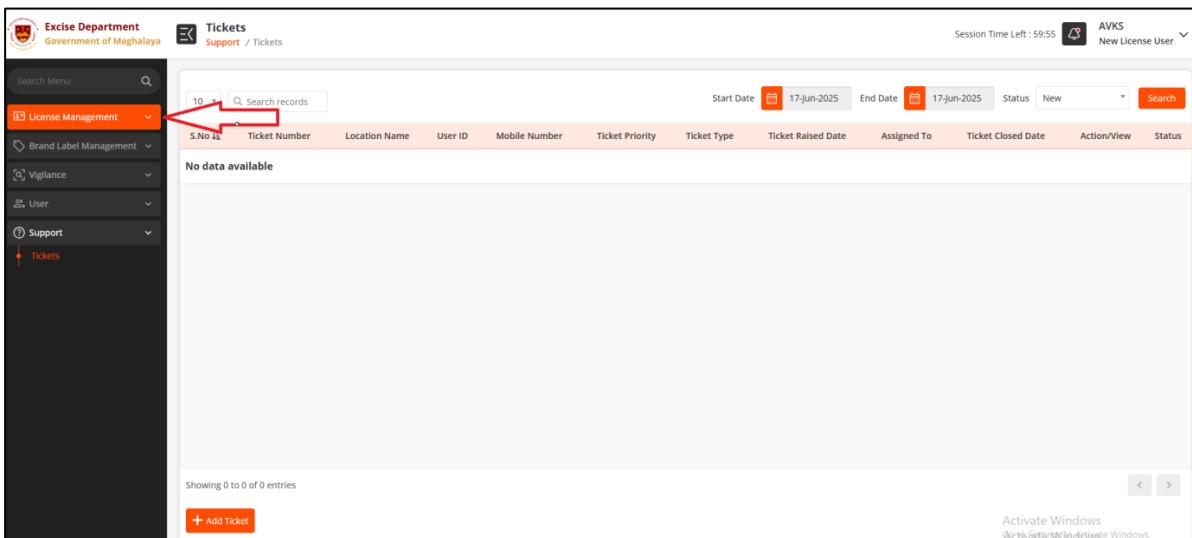
# Wholesale License Registration User Manual

## Applicant:

- The user need to do the login with valid user credential and click on the Login button.

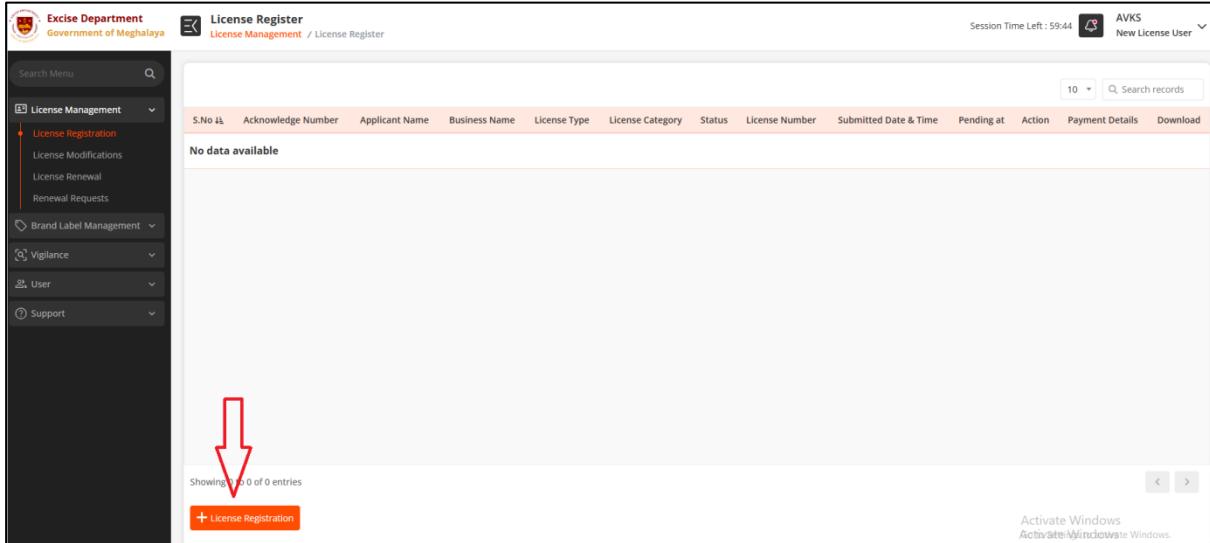


- User need to click on License management as shown in below figure.



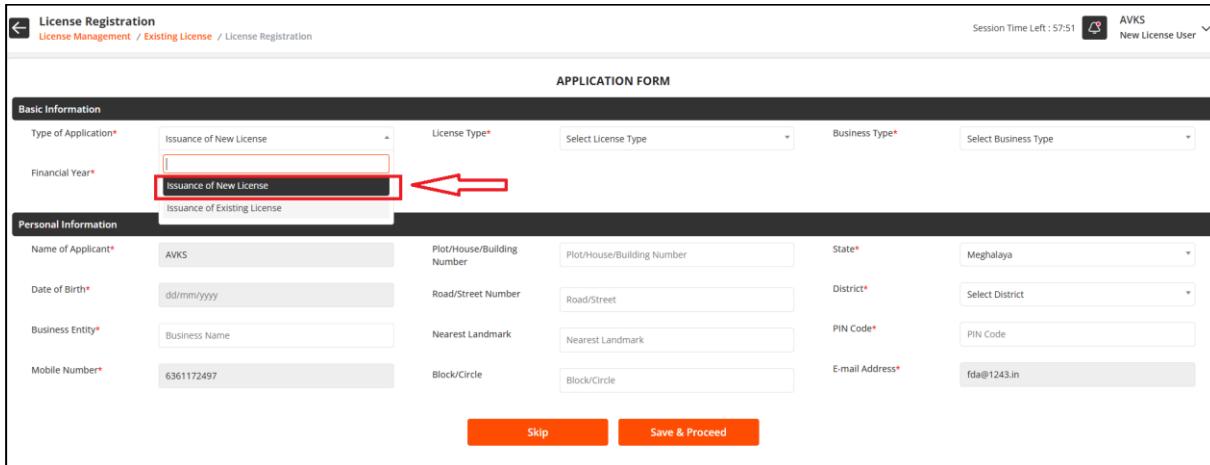
## Wholesale License Registration User Manual

- From side menu, user need to select license management, and click on +license Registration



The screenshot shows the 'License Register' page. The left sidebar has a 'License Management' section with 'License Registration' selected. A red arrow points to the 'License Registration' button at the bottom of the page.

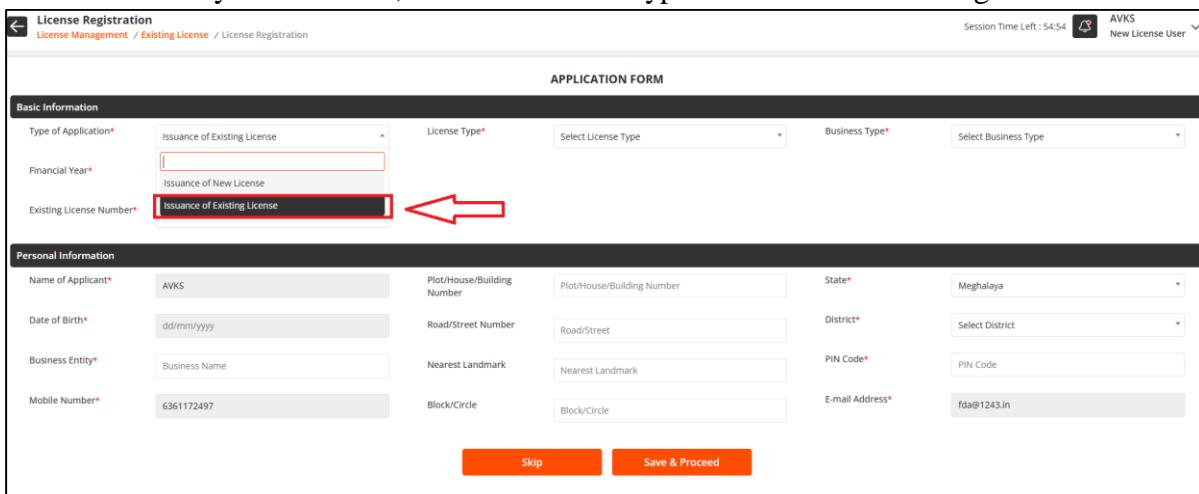
- In the Application form, user need to select type of application, if user has applying for the first time new license then select the license type as Issuance of New License,



The screenshot shows the 'APPLICATION FORM' for 'License Registration'. In the 'Basic Information' section, the 'Type of Application' dropdown is open, showing 'Issuance of New License' and 'Issuance of Existing License'. The 'Issuance of New License' option is highlighted with a red box and a red arrow points to it. The 'Personal Information' section contains fields for Name of Applicant, Date of Birth, Business Entity, and Mobile Number. At the bottom are 'Skip' and 'Save & Proceed' buttons.

## Wholesale License Registration User Manual

- If user already have license, select the license type as Issuance of Existing License.



**APPLICATION FORM**

**Basic Information**

Type of Application\* Issuance of Existing License

Financial Year\* Issuance of New License

Existing License Number\* Issuance of Existing License

License Type\* Select License Type

Business Type\* Select Business Type

Name of Applicant\* AVKS

Date of Birth\* dd/mm/yyyy

Business Entity\* Business Name

Mobile Number\* 6361172497

Plot/House/Building Number

Road/Street Number

Nearest Landmark

Block/Circle

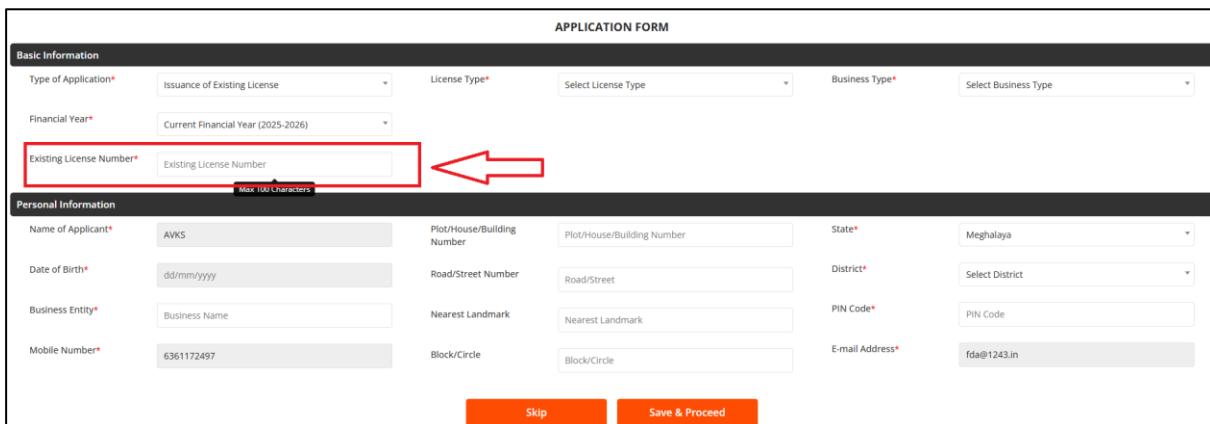
State\* Meghalaya

District\* Select District

PIN Code\* PIN Code

E-mail Address\* fda@1243.in

**Skip** **Save & Proceed**



**APPLICATION FORM**

**Basic Information**

Type of Application\* Issuance of Existing License

Financial Year\* Current Financial Year (2025-2026)

Existing License Number\* Existing License Number

License Type\* Select License Type

Business Type\* Select Business Type

Name of Applicant\* AVKS

Date of Birth\* dd/mm/yyyy

Business Entity\* Business Name

Mobile Number\* 6361172497

Plot/House/Building Number

Road/Street Number

Nearest Landmark

Block/Circle

State\* Meghalaya

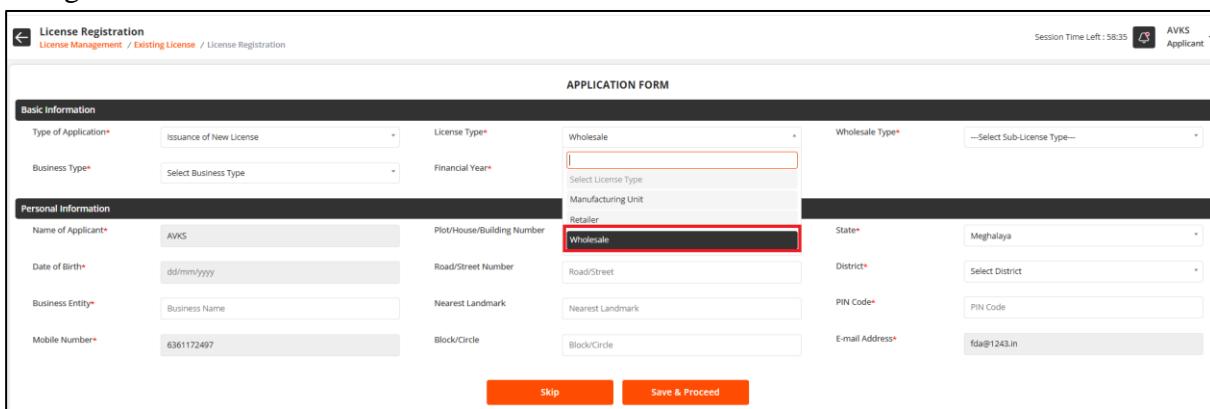
District\* Select District

PIN Code\* PIN Code

E-mail Address\* fda@1243.in

**Skip** **Save & Proceed**

- In Application form, if user selected the issuance of existing license then need to enter the existing license number as shown above figure.
- In Application form, user need to select the license type as Wholesale as shown below figure



**APPLICATION FORM**

**Basic Information**

Type of Application\* Issuance of New License

Business Type\* Select Business Type

License Type\* Wholesale

Financial Year\* Select License Type

Wholesale Type\* --Select Sub-License Type--

Manufacturing Unit

Retailer Wholesale

Name of Applicant\* AVKS

Date of Birth\* dd/mm/yyyy

Business Entity\* Business Name

Mobile Number\* 6361172497

Plot/House/Building Number

Road/Street Number

Nearest Landmark

Block/Circle

State\* Meghalaya

District\* Select District

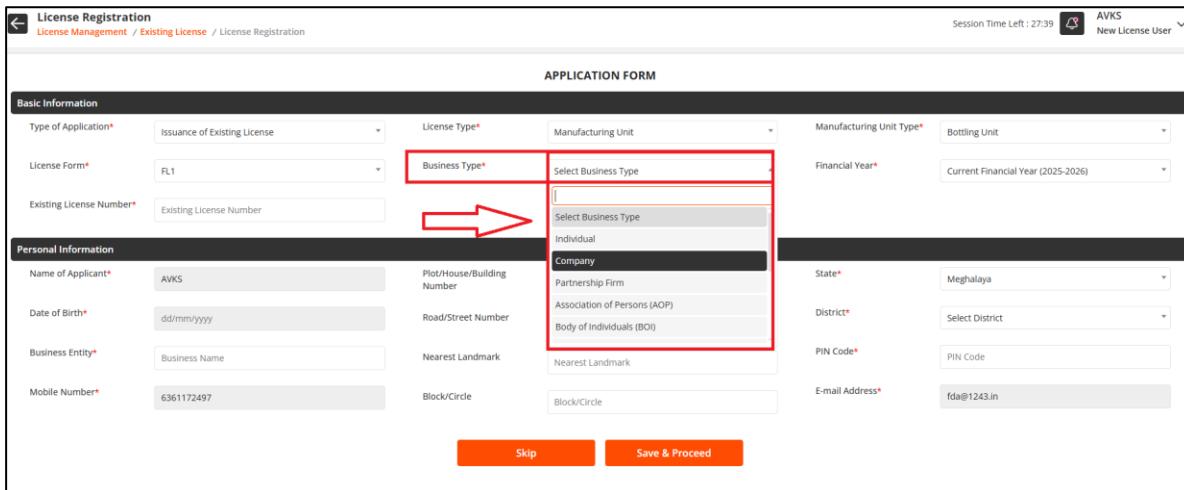
PIN Code\* PIN Code

E-mail Address\* fda@1243.in

**Skip** **Save & Proceed**

## Wholesale License Registration User Manual

- User need to select the Wholesale type as Central Bonded Warehouse/State Bonded Warehouse/Military Canteen/Paramilitary Force.
- Then user need to select the Business type as shown below figure,



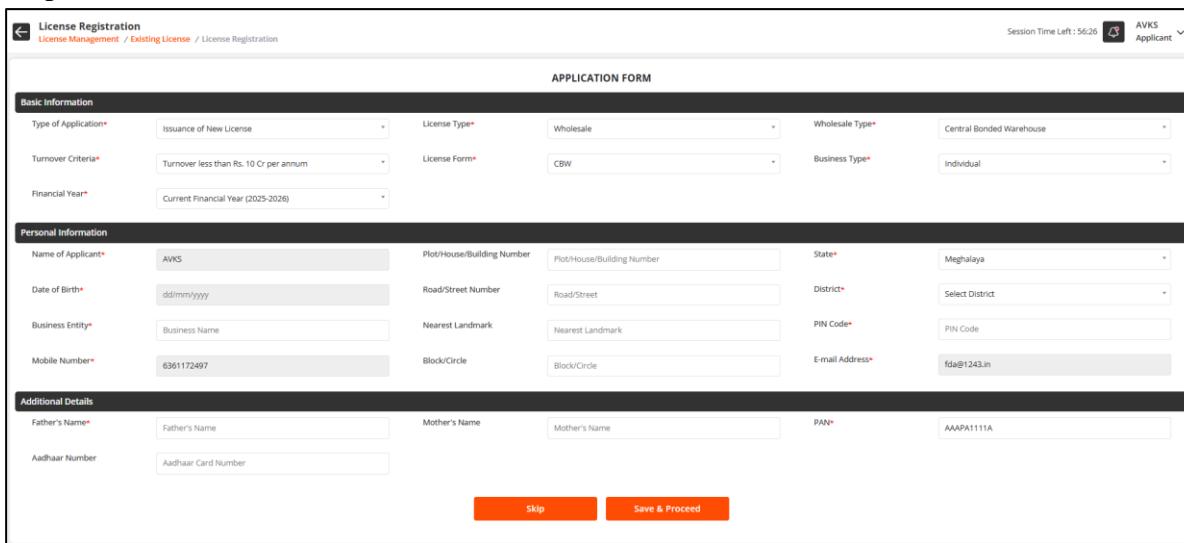
**APPLICATION FORM**

**Basic Information**

Type of Application*	Issuance of Existing License	License Type*	Manufacturing Unit	Manufacturing Unit Type*	Bottling Unit
License Form*	FL1	Business Type*	Select Business Type		
Existing License Number*	Existing License Number	Select Business Type Individual <b>Company</b> Partnership Firm Association of Persons (AOP) Body of Individuals (BOI)			
Name of Applicant*	AVKS	Plot/House/Building Number	Nearest Landmark	State*	Meghalaya
Date of Birth*	dd/mm/yyyy	Road/Street Number	Nearest Landmark	District*	Select District
Business Entity*	Business Name	Nearest Landmark	Nearest Landmark	PIN Code*	PIN Code
Mobile Number*	6361172497	Block/Circle	Block/Circle	E-mail Address*	fda@123.in

**Skip** **Save & Proceed**

- Based on selection of license type field will appear with respective to that selection , fill all the information regarding the Wholesale type license.
- User required to Enter personal information, additional details etc..,click on save and proceed.



**APPLICATION FORM**

**Basic Information**

Type of Application*	Issuance of New License	License Type*	Wholesale	Wholesale Type*	Central Bonded Warehouse
Turnover Criteria*	Turnover less than Rs. 10 Cr per annum	License Form*	CBW	Business Type*	Individual
Financial Year*	Current Financial Year (2025-2026)				

**Personal Information**

Name of Applicant*	AVKS	Plot/House/Building Number	Plot/House/Building Number	State*	Meghalaya
Date of Birth*	dd/mm/yyyy	Road/Street Number	Road/Street	District*	Select District
Business Entity*	Business Name	Nearest Landmark	Nearest Landmark	PIN Code*	PIN Code
Mobile Number*	6361172497	Block/Circle	Block/Circle	E-mail Address*	fda@123.in

**Additional Details**

Father's Name*	Father's Name	Mother's Name	Mother's Name	PAN*	AAAPAA111A
Aadhaar Number	Aadhaar Card Number				

**Skip** **Save & Proceed**

- Fill all the information regarding the proposed premises and complete filling the additional information, boundary details.

## Wholesale License Registration User Manual

- After completion of all the fields click on save and proceed.
- User need to upload all documents which are mentioned in below figure and click on Upload files and after click on save button.

- Each files should be less than 3MB, please verify all the uploaded documents before upload
- And after uploading the documents acknowledgement receipt will be generated as shown.

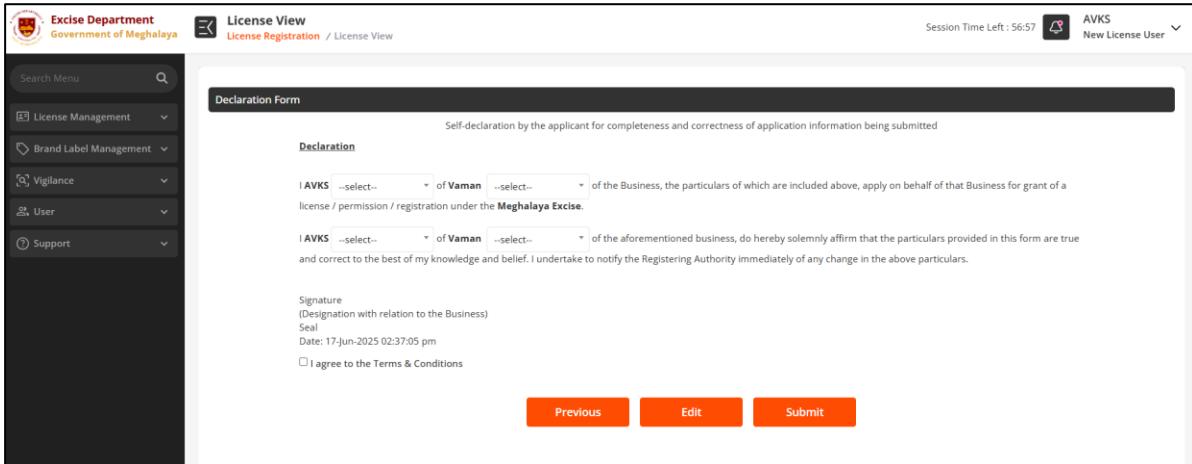
# Wholesale License Registration User Manual

- User need to click on next and click on eye icon for hard/soft copy.
- User required to verify the uploaded documents which are uploaded accordingly.

- User need to click on next.
- User need to Select the relationship to father and business holder, click on I agree terms and conditions

## Wholesale License Registration User Manual

Note: user can also make any changes by clicking on Edit button, further after submitting user can't make changes



Excise Department Government of Meghalaya

License View License Registration / License View

Session Time Left: 56:57 AVKS New License User

Declaration Form

Self-declaration by the applicant for completeness and correctness of application information being submitted

**Declaration**

I AVKS ...-select- ... of Vaman ...-select- ... of the Business, the particulars of which are included above, apply on behalf of that Business for grant of a license / permission / registration under the **Meghalaya Excise**.

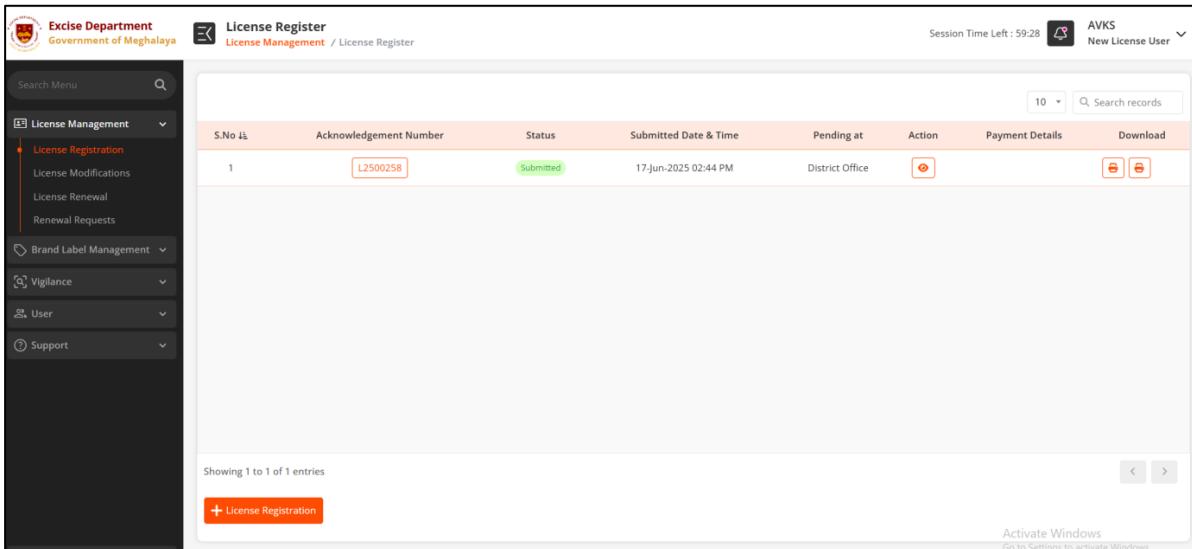
I AVKS ...-select- ... of Vaman ...-select- ... of the aforementioned business, do hereby solemnly affirm that the particulars provided in this form are true and correct to the best of my knowledge and belief. I undertake to notify the Registering Authority immediately of any change in the above particulars.

Signature  
(Designation with relation to the Business)  
Seal  
Date: 17-Jun-2025 02:37:05 pm

I agree to the Terms & Conditions

Previous Edit Submit

- The submitted application will be displayed as shown in below figure.



Excise Department Government of Meghalaya

License Register License Management / License Register

Session Time Left: 59:28 AVKS New License User

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Submitted	17-Jun-2025 02:44 PM	District Office			

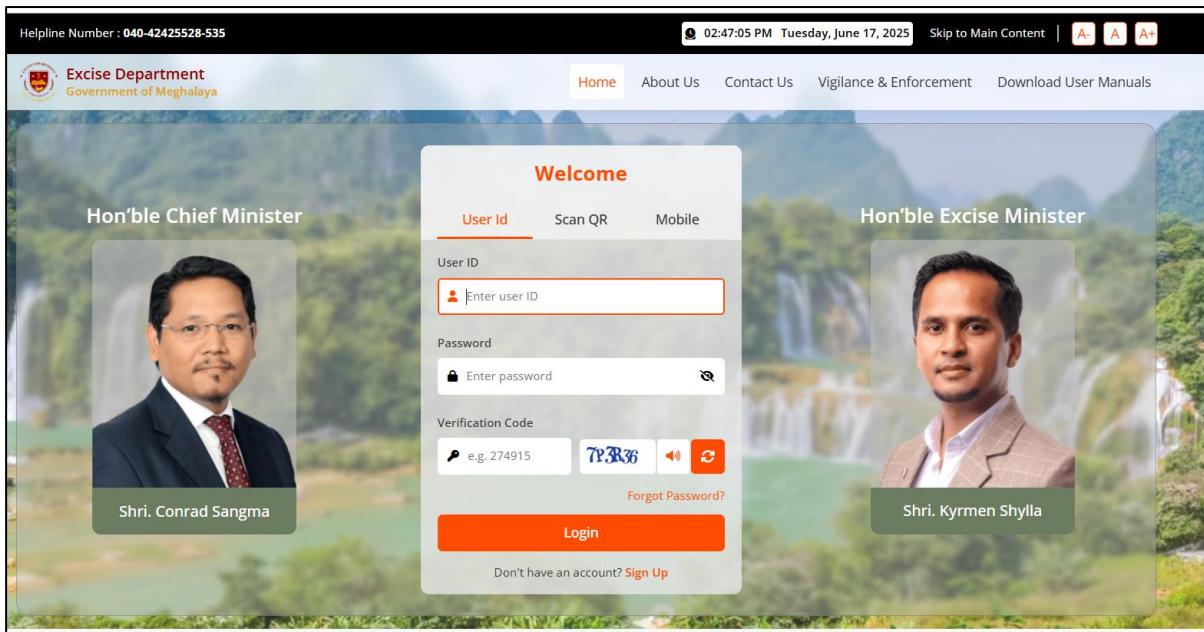
Showing 1 to 1 of 1 entries

+ License Registration

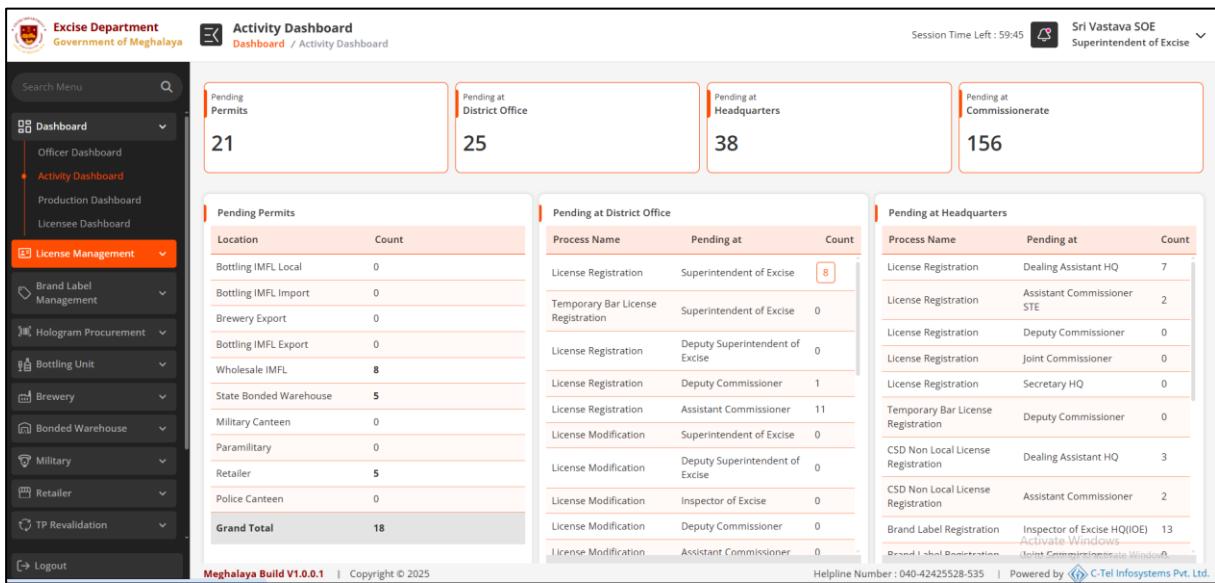
Activate Windows  
Go to Settings to activate Windows...

# Wholesale License Registration User Manual

## Superintendent of Excise:



- User need to provide valid credentials as mentioned in above figure and click on Login.



Process Name	Pending at	Count
License Registration	Superintendent of Excise	8
Temporary Bar License Registration	Superintendent of Excise	0
License Registration	Deputy Superintendent of Excise	0
License Registration	Deputy Commissioner	1
License Registration	Assistant Commissioner	11
License Modification	Superintendent of Excise	0
License Modification	Deputy Superintendent of Excise	0
License Modification	Inspector of Excise	0
License Modification	Deputy Commissioner	0
License Modification	Assistant Commissioner	0

- User need to click on license management or Pending at District Office count as shown in below figure.

## Wholesale License Registration User Manual

Activity Dashboard

Pending Permits: 21

Pending at District Office: 25

Pending at Headquarters: 38

Pending at Commissionerate: 156

Pending at District Office (Detailed View):

Process Name	Pending at	Count
License Registration	Superintendent of Excise	8
Temporary Bar License Registration	Superintendent of Excise	0
License Registration	Deputy Superintendent of Excise	0
License Registration	Deputy Commissioner	1
License Registration	Assistant Commissioner	11
License Modification	Superintendent of Excise	0
License Modification	Deputy Superintendent of Excise	0
License Modification	Inspector of Excise	0
License Modification	Deputy Commissioner	0

Pending at Headquarters (Detailed View):

Process Name	Pending at	Count
License Registration	Dealing Assistant HQ	7
License Registration	Assistant Commissioner STE	2
License Registration	Deputy Commissioner	0
License Registration	Joint Commissioner	0
License Registration	Secretary HQ	0
Temporary Bar License Registration	Deputy Commissioner	0
CSD Non Local License Registration	Dealing Assistant HQ	3
CSD Non Local License Registration	Assistant Commissioner	2
Brand Label Registration	Inspector of Excise HQ(OE)	13

- User need to click on license management as shown in above figure.

License Register

Start Date: 24-Jun-2025 End Date: 24-Jun-2025 License Types: All Status: Pending At Officer: Search

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500101	Submitted	25-Feb-2025 10:15 AM	Superintendent of Excise	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
2	L2500192	Forwarded	04-Jun-2025 04:33 PM	Superintendent of Excise	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
3	L2500196	Forwarded	05-Jun-2025 07:39 AM	Superintendent of Excise	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
4	L2500253	Submitted	16-Jun-2025 01:02 PM	Superintendent of Excise	<input checked="" type="checkbox"/> <input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
5	L2500256	Submitted	16-Jun-2025 01:08 PM	Superintendent of Excise	<input checked="" type="checkbox"/> <input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
6	L2500272	Submitted	18-Jun-2025 07:09 PM	Superintendent of Excise	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
7	L2500302	Submitted	23-Jun-2025 04:24 PM	Superintendent of Excise	<input checked="" type="checkbox"/> <input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
8	L2500303	Submitted	24-Jun-2025 12:28 PM	Superintendent of Excise	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	
9	L2500304	Submitted	24-Jun-2025 12:32 PM	Superintendent of Excise	<input checked="" type="checkbox"/> <input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	

Showing 1 to 9 of 9 entries

- If the Licensee applied for existing license then the existing applications are submitted to Superintendent of Excise for Direct approval of the license as below above figure.
- Superintendent of Excise officer need to verify the application and approve existing license registration as shown in below figure.

License Register

Start Date: 24-Jun-2025 End Date: 24-Jun-2025 License Types: All Status: Pending At Officer: Search

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
9	L2500304	Submitted	24-Jun-2025 12:32 PM	Superintendent of Excise	<input checked="" type="checkbox"/> <input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	<input type="button" value="View"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>	

## Wholesale License Registration User Manual

The screenshot shows the 'License Register' section of the system. A modal window titled 'Grant of License' is open, containing fields for 'Valid From' (set to 01-Apr-2025) and 'Valid Until' (set to 31-Mar-2026). The 'Remarks' field is filled with 'approved'. At the bottom of the modal are 'Cancel' and 'Approve' buttons. The background shows a table with 9 entries, and the status column for the first entry is 'Submitted'.

- Officer need to see the approved licenses in the Status filter as Approved as shown below figure.

And click on search button

The screenshot shows a search results table with one entry. The entry for license L2500258 has a status of 'Approved'. The 'Status' filter dropdown on the right is set to 'Approved'.

The screenshot shows a search results table with one entry. The entry for license L2500259 has a status of 'Approved'. The 'Status' filter dropdown on the right is set to 'Approved'.

- If the Licensee applied for fresh license then the new applications are submitted to Superintendent of Excise, and the Officer need to click on action button to view and forward the application to next authority as shown below figure.

The screenshot shows a search results table with one entry. The entry for license L2500258 has a status of 'Approved'. A red box and arrow point to the 'Action' button in the 'Action' column of the table.

## Wholesale License Registration User Manual

**Excise Department**  
Government of Meghalaya

Search Menu

- [Dashboard](#)
- [License Management](#)
- [Brand Label Management](#)
- [Hologram Procurement](#)
- [Bottling Unit](#)
- [Brewery](#)
- [Bonded Warehouse](#)
- [Military](#)
- [Retailer](#)
- [TP Revalidation](#)
- [Vigilance](#)
- [Reports](#)
- [Others / Support](#)

**License View**

License Registration / License View

Acknowledgement Receipt Number: L2500303 Business Name : AVK CENTRAL WAREHOUSE Registering for Financial Year : 2025-2026

[Individual Licensee Documents](#) [Individual Officer Documents](#)

License Details :			
Type of Application	:	Fresh Issuance of License	Wholesale Type
License Type	:	Wholesale	Central Bonded Warehouse
			CBW
			Individual
			Turnover Criteria
			Turnover less than Rs. 10 Cr per annum

Personal Information			
Name of Applicant	:	AVKS	Address
Date Of Birth	:	13-Jun-2007	E-mail Address
Business Name	:	AVK CENTRAL WAREHOUSE	Mobile Number
			Bidar, Karnataka-654564
			fda@123.in
			6361172497

Additional Details :			
Father's Name	:	Vaman	PAN
Mother's Name	:		Aadhaar Number

Address of Proposed Premises :			
House/Building/Plot Number	:	1-2/3	Mobile Number
Road/Street	:		Landline Number
Nearest Landmark	:		Email Address
Block	:	Block	fda@123.in

**Hologram Procurement**

- [Bottling Unit](#)
- [Brewery](#)
- [Bonded Warehouse](#)
- [Military](#)
- [Retailer](#)
- [TP Revalidation](#)
- [Vigilance](#)
- [Reports](#)
- [Others / Support](#)

Premises Details			
Treasury Name	:	Tura District Treasury	
Village/Town/City	:	Sonai	
Post Office	:	Office	
District	:	West Garo Hills	
State	:	Meghalaya	
Pin Code	:	654654	

Additional Information			
Khasra Number/Khatoni Number/Mauja Number	:	Area of Premise	5645 (Sq. Meter)

Boundary Details			
East Boundary	:	Nb	North Boundary
West Boundary	:	Wb	South Boundary
			Sb

**Next**

- And the Officer need to click on next button as shown in above figure.
- If LOI is there for a particular license then Officer need to select the check box of LOI as shown below figure and the application is forwarded to Inspector of Excise.

**Application Transaction Details:**

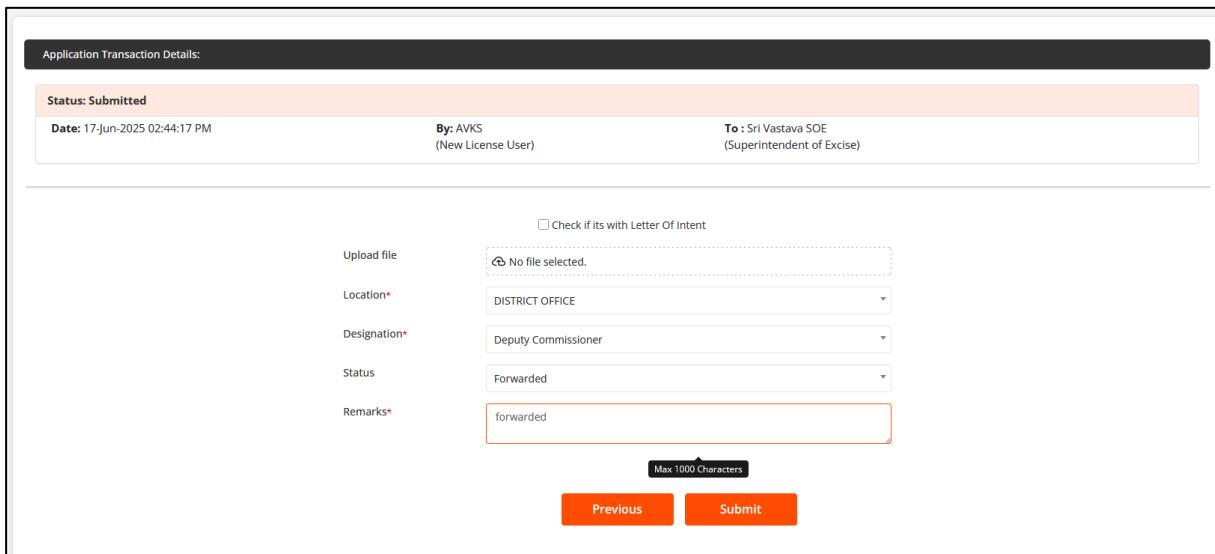
<b>Status: Submitted</b>		
Date: 25-Feb-2025 10:15:10 AM	By: Vikram Gollapally (New License User)	To : Sri Vastava SOE (Superintendent of Excise)
<input checked="" type="checkbox"/> Check if its with Letter Of Intent		
<p>Upload file</p> <p>No file selected.</p>	<p>Location*</p> <p>District Office</p>	<p>Designation*</p> <p>Inspector Of Excise</p>
<p>Status</p> <p>Forwarding</p>	<p>Remarks*</p> <p><input type="text"/></p>	<p><b>Submit</b></p>

**Previous**

- The Officer need to enter the remarks & click on submit button as shown above figure.
- If LOI is not there then application is submitted to Deputy Commissioner(District Office)

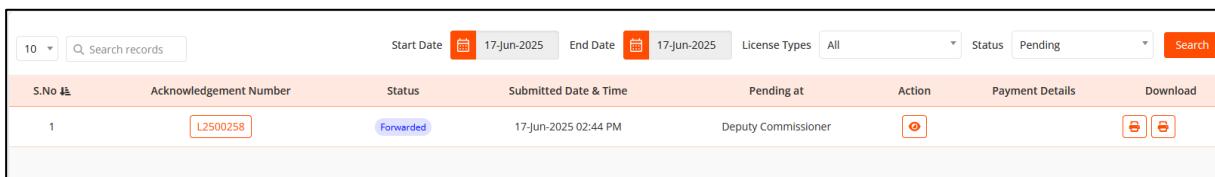
## Wholesale License Registration User Manual

as shown below.



The screenshot shows the 'Application Transaction Details' page. At the top, it displays the status as 'Submitted' with a date of '17-Jun-2025 02:44:17 PM'. The application was made by 'AVKS (New License User)' and is addressed to 'Sri Vastava SOE (Superintendent of Excise)'. Below this, there are fields for 'Upload file' (with a note 'No file selected.'), 'Location\*' (set to 'DISTRICT OFFICE'), 'Designation\*' (set to 'Deputy Commissioner'), 'Status' (set to 'Forwarded'), and 'Remarks\*' (containing the text 'forwarded'). A note 'Check if its with Letter Of Intent' is present with an unchecked checkbox. At the bottom are 'Previous' and 'Submit' buttons.

- User required to enter remarks and click on submit.

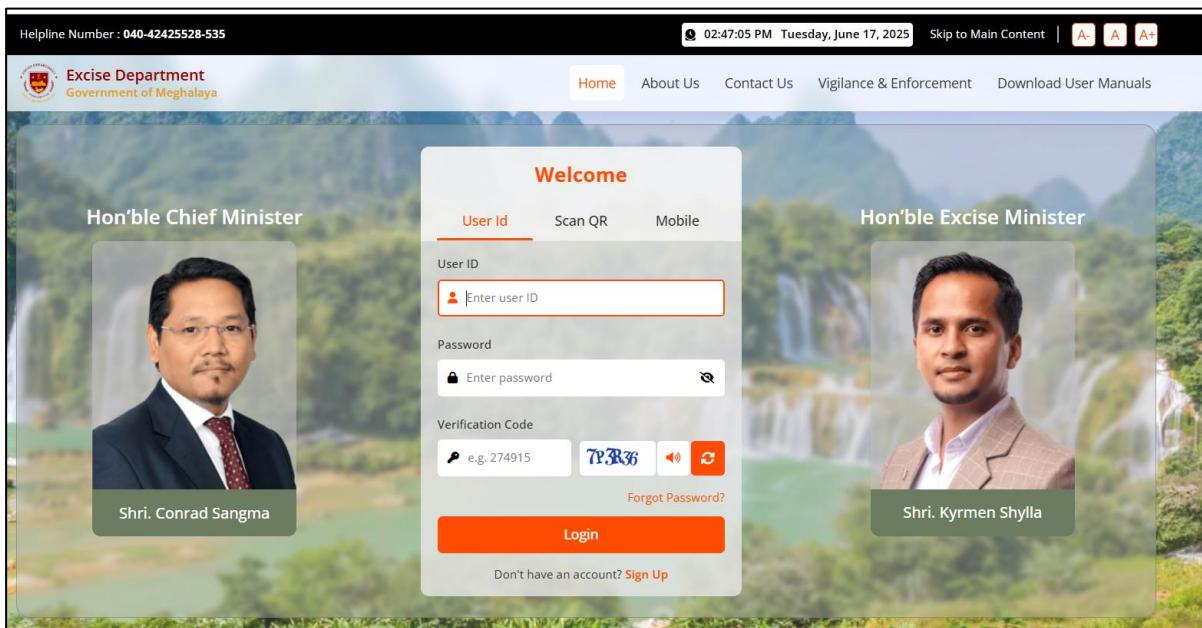


The screenshot shows a table of forwarded license applications. The columns are 'S.No', 'Acknowledgement Number', 'Status', 'Submitted Date & Time', 'Pending at', 'Action', 'Payment Details', and 'Download'. One row is visible, showing S.No 1, Acknowledgement Number L2500258, Status Forwarded, Submitted Date & Time 17-Jun-2025 02:44 PM, Pending at Deputy Commissioner, and Action, Payment Details, Download buttons.

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Deputy Commissioner			

- The forwarded license application will be displayed as shown in above figure.

### Inspector of Excise:



- User required to provide valid credentials as shown in above figure and click on login.

# Wholesale License Registration User Manual

The screenshot shows the Excise Department Activity Dashboard. The top navigation bar includes the Excise Department logo, the title 'Activity Dashboard', the session time 'Session Time Left : 59:45', and the user 'Sri Vastava SOE Superintendent of Excise'. The dashboard features four main sections with counts: 'Pending Permits' (21), 'Pending at District Office' (25), 'Pending at Headquarters' (38), and 'Pending at Commissionerate' (156). Below these are three tables: 'Pending Permits' (listing locations like Bottling IMFL Local, Bottling IMFL Import, etc., with counts 0, 0, 8, 5, 5, 5, 0, 0, 18), 'Pending at District Office' (listing process names like License Registration, Temporary Bar License Registration, etc., with counts 8, 0, 0, 1, 11, 0, 0, 0, 0), and 'Pending at Headquarters' (listing process names like License Registration, Temporary Bar License Registration, etc., with counts 7, 2, 0, 0, 0, 0, 3, 2, 13). The footer includes 'Meghalaya Build V1.0.1' and 'Copyright © 2025', and a note about 'Brand Label Registration'.

- User need to click on license management or Pending at District Office count.

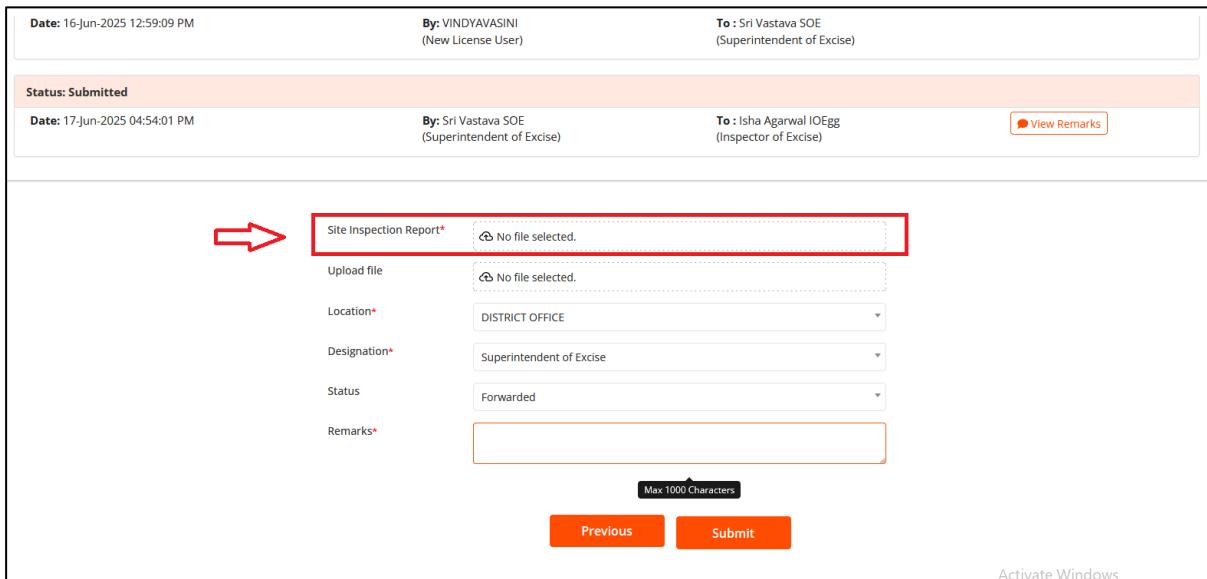
The screenshot shows the License Register page. The top navigation bar includes the Excise Department logo, the title 'License Register', the session time 'Session Time Left : 59:55', and the user 'Isha Agarwal IOE Inspector of Excise'. The main content is a table titled 'License Register' with columns: S.No, Acknowledgement Number, Status, Submitted Date & Time, Pending at, Action, Payment Details, and Download. One row is visible: S.No 1, Acknowledgement Number L2500254, Status Forwarded, Submitted Date & Time 16-Jun-2025 12:59 PM, Pending at Inspector of Excise, Action (with icons), Payment Details (with icons), and Download (with icons).

- User need to click on action icon as shown in above figure.

The screenshot shows the License View page. The top navigation bar includes the Excise Department logo, the title 'License Registration / License View', the session time 'Session Time Left : 58:25', and the user 'Sri Vastava SOE Superintendent of Excise'. The main content is a detailed application form with sections: License Details, Personal Information, Additional Details, Address of Proposed Premises, Additional Information, and Boundary Details. The 'License Details' section includes fields like Type of Application (Fresh Issuance of License), License Type (Wholesale), Wholesale Type (Central Bonded Warehouse), and Business Type (Turnover less than Rs. 10 Cr per annum). The 'Personal Information' section includes fields like Name of Applicant (AVK), Date of Birth (13-Jun-2007), Business Name (AVK CENTRAL WAREHOUSE), Address (Bidar, Karnataka-554564), Email Address (fdg@1243.in), and Mobile Number (6361172497). The 'Address of Proposed Premises' section includes fields like House/Building/Plot Number (1-2/3), Road/Street (Turu District Treasury), Nearest Landmark (Sonai Office), Block (Block), Treasury Name (West Gero Hills), Village/Town/City (Meghalaya), Post Office (654654), District (West Gero Hills), State (Meghalaya), and Pin Code (654654). The 'Additional Information' section includes fields like Khasra Number/Kharani Number/Mauja Number (Area of Premise 5645 (Sq. Meter)). The 'Boundary Details' section includes fields like East Boundary (Nb), West Boundary (Nb), North Boundary (Nb), and South Boundary (Nb). A 'Next' button is at the bottom right.

## Wholesale License Registration User Manual

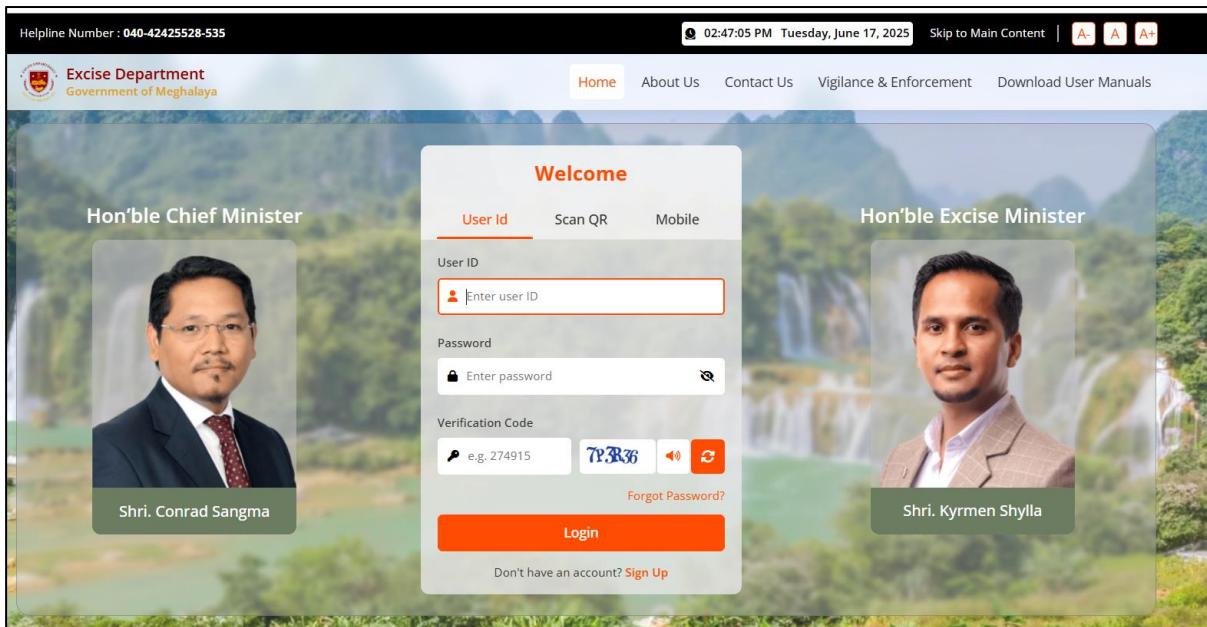
- The License acknowledge receipt will be displayed and need to click on next button as shown in above figure,
- User need to upload Site inspection report & enter the remarks then click on submit.



The screenshot shows a form for "Wholesale License Registration User Manual". At the top, it displays the date and time (16-Jun-2025 12:59:09 PM), the user (VINYAVASINI, New License User), and the recipient (Sri Vastava SOE, Superintendent of Excise). Below this, the status is shown as "Submitted" with a date (17-Jun-2025 04:54:01 PM) and the recipient (Sri Vastava SOE, Superintendent of Excise). A "View Remarks" button is also present. The main form area contains fields for "Site Inspection Report" (with a red arrow pointing to the "No file selected" placeholder), "Upload file", "Location" (set to "DISTRICT OFFICE"), "Designation" (set to "Superintendent of Excise"), "Status" (set to "Forwarded"), and "Remarks" (with a placeholder "Max 1000 Characters"). At the bottom, there are "Previous" and "Submit" buttons, and a link to "Activate Windows".

- The application is submitted to Superintendent of Excise, Superintendent of Excise will verify the application and forwarded to Deputy Commissioner(District Office).

### Deputy Commissioner(District Office):



- User required to provide valid credentials as shown in above figure and click on login.

## Wholesale License Registration User Manual

The screenshot shows the 'Activity Dashboard' with the following data:

Pending Permits		Pending at District Office		Pending at Headquarters		Pending at Commissionerate	
Location	Count	Process Name	Pending at	Count	Process Name	Pending at	Count
Bottling IMF Local	0	License Registration	Superintendent of Excise	33	License Registration	Dealing Assistant HQ	7
Bottling IMF Import	0	Temporary Bar	Superintendent of Excise	0	License Registration	Assistant Commissioner STE	2
Brewery Export	0	License Registration	Deputy Superintendent of Excise	0	License Registration	Deputy Commissioner	0
Bottling IMF Export	0	License Registration	Deputy Commissioner	1	License Registration	Joint Commissioner	0
Wholesale IMF	8	License Registration	Assistant Commissioner	11	License Registration	Secretary HQ	0
State Bonded Warehouse	5	License Modification	Superintendent of Excise	0	Temporary Bar	Deputy Commissioner	0
Military Canteen	0	License Modification	Deputy Superintendent of Excise	0	License Registration	Commissioner	0
Paramilitary	0	Brand Label Registration	Inspector of Excise HQ(IE)	13	CSD Non Local	Dealing Assistant HQ	3
Retailer	5	License Modification	Assistant Commissioner	2	License Registration	Assistant Commissioner	2
Police Canteen	0	Total	50	Total	38	Total	11
<b>Grand Total</b>	<b>18</b>						

- User need to click on License management or Pending count as shown in above figure.
- User need to click on action icon as shown in below figure.

The screenshot shows a table with the following data:

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Deputy Commissioner			

- User need to click on next.

The screenshot shows the 'License View' page with the following fields:

- License Details:**
  - Type of Application: Fresh Issuance of License
  - License Type: Wholesale
  - Wholesale Type: Central Bonded Warehouse
  - License Form: CBW
  - Business Type: Individual
  - Turnover Criteria: Turnover less than Rs. 10 Cr per annum
- Personal Information:**
  - Name of Applicant: AVKS
  - Date of Birth: 13-Jun-2007
  - Business Name: AVK CENTRAL WAREHOUSE
  - Address: Bidar, Karnataka-654564
  - E-mail Address: fda@123.in
  - Mobile Number: 6361172497
- Additional Details:**
  - Father's Name: Venman
  - Mother's Name:
  - PAN: AAAA1111A
  - Aadhaar Number:
- Address of Proposed Premises:**
  - House/Building/Plot Number: 1-2/3
  - Road/Street:
  - Nearest Landmark:
  - Block:
  - Taluk / District:
  - Village/Town/City:
  - Post Office:
  - District:
  - State:
  - Pin Code: 654654
  - Mobile Number: 9879879879
  - Landline Number:
  - Email Address: fda@123.in
- Additional Information:**
  - Khasra Number/Khatoni Number/Mauja Number:
  - Area of Premise: 5645 (Sq. Meter)
- Boundary Details:**
  - East Boundary: Nb
  - West Boundary: Wb
  - North Boundary:
  - South Boundary: Sb

**Next**

- Enter remarks and click on submit.

## Wholesale License Registration User Manual

**Status: Submitted**

Date: 17-Jun-2025 02:44:17 PM	By: AVKS (New License User)	To : Sri Vastava SOE (Superintendent of Excise)
<b>Status: Submitted</b>		
Date: 17-Jun-2025 04:32:50 PM	By: Sri Vastava SOE (Superintendent of Excise)	To : VikramSinghRathod (Deputy Commissioner)
<span style="border: 1px solid #f08080; padding: 2px 5px; border-radius: 5px; color: #f08080;">View Remarks</span>		
<div style="margin-bottom: 10px;"> <span style="border: 1px solid #ccc; padding: 2px 5px; border-radius: 5px;">Upload file</span> <span style="border: 1px solid #ccc; padding: 2px 10px; border-radius: 5px; background-color: #f0f0f0;">No file selected.</span> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 33%;">Location*</div> <div style="width: 33%;">Designation*</div> <div style="width: 33%;">Status</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 33%;">HEAD QUARTERS</div> <div style="width: 33%;">Dealing Assistant HQ</div> <div style="width: 33%;">Forwarded</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 33%;">Remarks*</div> <div style="width: 66%; border: 1px solid #ccc; padding: 2px; border-radius: 5px;">forwarded</div> </div>		
<span style="border: 1px solid #f08080; padding: 2px 10px; border-radius: 5px; background-color: #f0f0f0;">Previous</span> <span style="border: 1px solid #f08080; padding: 2px 10px; border-radius: 5px; background-color: #f0f0f0;">Submit</span>		

- The forwarded license application will be displayed as shown in above figure.

### Pending at Officer

License Management / Pending at Officer

Session Time Left : 59:54 **Vikram**  
Deputy Commissioner

Search Menu

Search

Start Date Select Start Date

End Date 17-Jun-2025

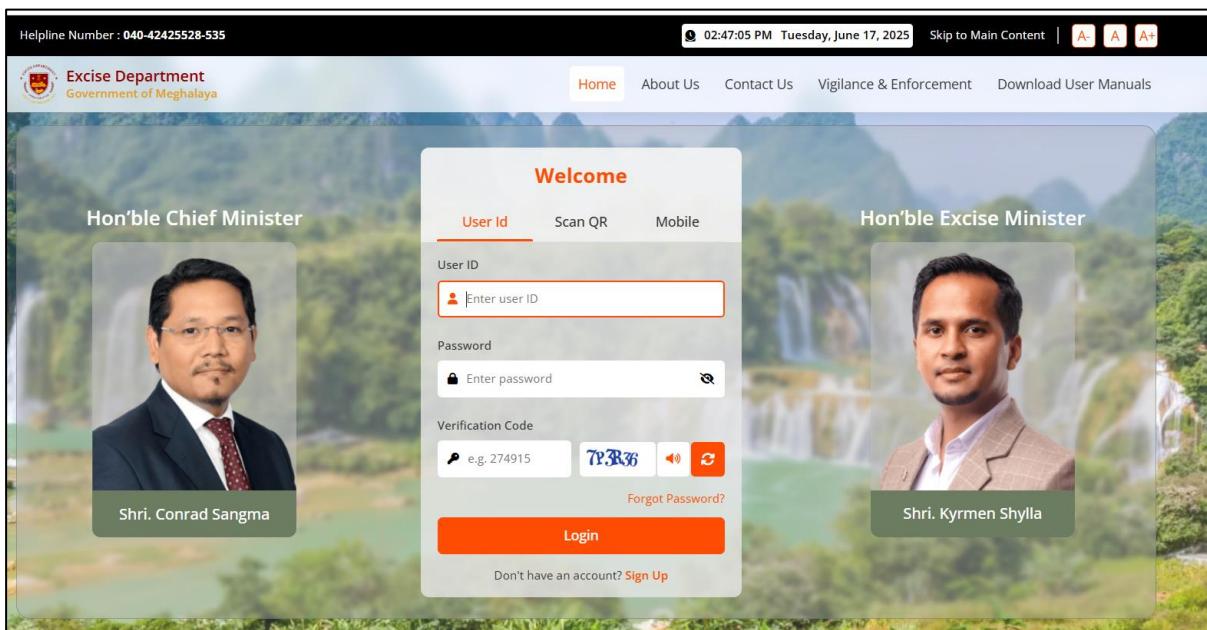
License Types All

Status Pending

Search

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Dealing Assistant HQ			

### Dealing Assistant Head Quarter:



- User required to provide valid credentials as shown in above figure and click on Login.

## Wholesale License Registration User Manual

- User need to click on License management or Pending Count in the Activity Dashboard as shown in below figure.

Pending Permits			Pending at District Office			Pending at Headquarters			Pending at Commissionerate		
Location	Count	Process Name	Pending at	Count	Process Name	Pending at	Count	Process Name	Pending at	Count	
Bottling IMFL Local	3	License Registration	Superintendent of Excise	33	CSD Non Local	Dealing Assistant HQ	8	License Registration	Commissioner	0	
Bottling IMFL Import	0	License Registration	Deputy Superintendent of Excise	0	License Registration	Commissioner	6	Brand Label Registration	Commissioner	0	
Brewery Export	0	License Registration	Deputy Commissioner	1	License Modification	Dealing Assistant HQ	0	License Modification	Commissioner	0	
Bottling IMFL Export	0	Temporary Bar License Registration	Superintendent of Excise	0	Bottling Permits	Dealing Assistant HQ	0	Bottling Permits	Commissioner	0	
Wholesale	8	License Modification	Superintendent of Excise	0	Central Bonded Warehouse Permits	Dealing Assistant HQ	1	Central Bonded Warehouse Permits	Commissioner	6	
State Bonded Warehouse	5	Temporary Bar License Registration	Deputy Superintendent of Excise	0	State Bonded Warehouse Permits	Dealing Assistant HQ	3	State Bonded Warehouse Permits	Commissioner	5	
Military Canteen	15	Total	Assistant Commissioner	11	Total	Assistant Commissioner STE	2	Total	Activate Windows	17	
Grand Total	44										

- User need to click on action icon as shown in below figure.

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
5	L2500258	Forwarded	17-Jun-2025 02:44 PM	Dealing Assistant HQ			

- User need to click on Next button

Acknowledgement Receipt Number: L2500303 Business Name : AVK CENTRAL WAREHOUSE Registering for Financial Year : 2025-2026

License Details:		Sri Vastava SOE Superintendent of Excise	
Type of Application	: Fresh Issuance of License	Wholesale Type	: Central Bonded Warehouse
License Type	: Wholesale	Licensor Form	: CBN
		Business Type	: Individual
		Turnover Criteria	: Turnover less than Rs. 10 Cr per annum
Personal Information:			
Name of Applicant	: AVKS	Address	: Bldr. Karnataka-654664
Date of Birth	: 13-Jun-2007	E-mail Address	: fda@123.in
Business Name	: AVK CENTRAL WAREHOUSE	Mobile Number	: 6361172497
Additional Details:			
Father's Name	: Vaman	PAN	: AAAPAA1111A
Mother's Name	:	Aadhaar Number	:
Address of Proposed Premises:			
House/Building/Plot Number	: 1-2/3	Mobile Number	: 9879879879
Road/Street	:	Landline Number	:
Nearest Landmark	:	Email Address	: fda@123.in
Block	: Block		
Taluk/District	: Tura District Treasury		
Village/Town/City	: Serial		
Post Office	: Office		
District	: West Garo Hills		
State	: Meghalaya		
Pin Code	: 654654		
Additional Information:			
Khasra Number/Khatoni Number/Mauja Number:	:	Area of Premise	: 5645 (Sq. Meter)
Boundary Details:			
East Boundary	: Nb	North Boundary	: Nb
West Boundary	: Wb	South Boundary	: Sb

- User need to enter remarks and click on submit.

## Wholesale License Registration User Manual

**Status: Submitted**

**Date:** 17-Jun-2025 04:32:50 PM      **By:** Sri Vastava SOE (Superintendent of Excise)      **To :** VikramSinghRathod (Deputy Commissioner)      [View Remarks](#)

**Status: Submitted**

**Date:** 17-Jun-2025 05:48:54 PM      **By:** VikramSinghRathod (Deputy Commissioner)      **To :** Sunil Thakur (Dealing Assistant HQ)      [View Remarks](#)

---

Upload file

Location\*

Designation\*

Status

Remarks\*

[Previous](#) [Submit](#)

Activate Windows

- The forwarded License application will be displayed as shown in above figure.

**Pending at Officer**

[License Management](#) / Pending at Officer

Session Time Left : 59:56 Sunil Thakur Dealing Assistant HQ

10

Start Date Select Start Date
End Date 17-Jun-2025
License Types All
Status Pending
[Search](#)

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Assistant Commissioner STE			

### Assistant Commissioner Head Quarter:

Helpline Number : 040-42425528-535

06:00:46 PM Tuesday, June 17, 2025 | Skip to Main Content | [A-](#) [A](#) [A+](#)

Excise Department  
Government of Meghalaya

**Hon'ble Chief Minister**

Shri. Conrad Sangma

**Welcome**

User Id
Scan QR
Mobile

User ID

Password

Verification Code

NS2JD

[Forgot Password?](#)

[Login](#)

[Don't have an account? Sign Up](#)

**Hon'ble Excise Minister**

Shri. Kyrmen Shylla

- User required to provide valid credentials as mentioned in above figure and click on

C-TEL INFOSYSTEMS

23 | Page

# Wholesale License Registration User Manual

Login.

The screenshot shows the 'Activity Dashboard' with the following data:

Category	Location	Count
Pending Permits	Bottling IMFL Local	3
	Bottling IMFL Import	0
	Brewery Export	0
	Bottling IMFL Export	0
	Wholesale IMFL	8
	State Bonded Warehouse	5
	Military Canteen	15
<b>Grand Total</b>	<b>44</b>	

Category	Process Name	Pending at	Count
Pending at District Office	License Registration	Superintendent of Excise	33
	License Registration	Deputy Superintendent of Excise	0
	License Registration	Deputy Commissioner	1
	License Registration	Assistant Commissioner	11
	Temporary Bar License Registration	Superintendent of Excise	0
	License Modification	Deputy Superintendent of Excise	0
	License Modification	Deputy Superintendent of Excise	0
<b>Total</b>	<b>73</b>		

Category	Process Name	Pending at	Count
Pending at Headquarters	License Registration	Dealing Assistant HQ	7
	CSD Non Local License Registration	Dealing Assistant HQ	3
	License Modification	Dealing Assistant HQ	0
	Bottling Permits	Dealing Assistant HQ	0
	Central Bonded Warehouse Permits	Dealing Assistant HQ	1
	State Bonded Warehouse Permits	Dealing Assistant HQ	0
	<b>Total</b>	<b>69</b>	

Category	Process Name	Pending at	Count
Pending at Commissionerate	License Registration	Commissioner	0
	Brand Label Registration	Commissioner	6
	License Modification	Commissioner	0
	Bottling Permits	Commissioner	0
	Central Bonded Warehouse Permits	Commissioner	6
	State Bonded Warehouse Permits	Commissioner	5
	<b>Total</b>	<b>17</b>	

- User need to click on License management or Pending count as shown in above figure.

The screenshot shows the 'License Register' with the following data:

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Assistant Commissioner STE			

- User need to click on action icon as shown in above figure.
- User need to click on next.

The screenshot shows the 'License View' form with the following data:

**Acknowledgement Receipt Number: L2500258 Business Name: AVK CENTRAL WAREHOUSE Registering for Financial Year : 2025-2026**

**License Details :**

Type of Application	:	Fresh Issuance of License	Wholesale Type	:	Central Bonded Warehouse
License Type	:	Wholesale	License Form	:	CBW
			Business Type	:	Individual
			Turnover Criteria	:	Turnover less than Rs. 10 Cr per annum

**Personal Information**

Name of Applicant	:	AVK	Address	:	Bijor Parvate-654694
Date of Birth	:	18-jun-2007	Email Address	:	fd@123.in
Business Name	:	AVK CENTRAL WAREHOUSE	Mobile Number	:	9361172497

**Additional Details:**

Father's Name	:	Vaman	PAN	:	AAAPAT111A
Mother's Name	:		Aadhaar Number	:	

**Address of Proposed Premises :**

House/Building/Pot Number	:	1-2/3	Mobile Number	:	9879979979
Road/Street	:		Landline Number	:	
Nearest Landmark	:		Email Address	:	fd@123.in
Block	:	Block			
Treasury Name	:	Tura District Treasury			
Village/Town/City	:	Sonal			
Post Office	:	Office			
District	:	Wardagarh Hills			
State	:	Meghalaya			
Pin Code	:	694654			

**Additional Information**

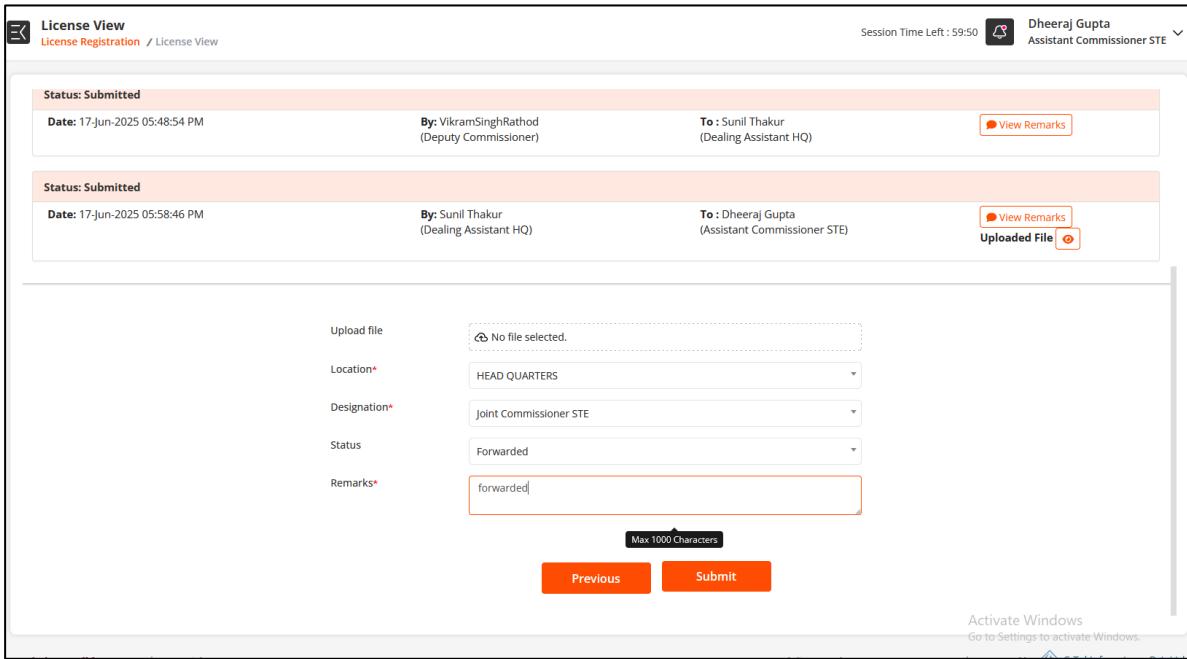
Khasra Number/Khatoni Number/Mauja Number	:		Area of Premise	:	5645 (Sq. Meter)
---	---	--	-----------------	---	------------------

**Boundary Details**

East Boundary	:	Nb	North Boundary	:	Nb
West Boundary	:	Wb	South Boundary	:	Wb

- User need to enter remarks and click on submit.

## Wholesale License Registration User Manual



The screenshot shows the 'License View' page with the following details:

- Status:** Submitted
- Date:** 17-Jun-2025 05:48:54 PM
- By:** VikramSinghRathod (Deputy Commissioner)
- To:** Sunil Thakur (Dealing Assistant HQ)
- Date:** 17-Jun-2025 05:58:46 PM
- By:** Sunil Thakur (Dealing Assistant HQ)
- To:** Dheeraj Gupta (Assistant Commissioner STE)

Buttons: **View Remarks**, **Upload File** (with a file icon).

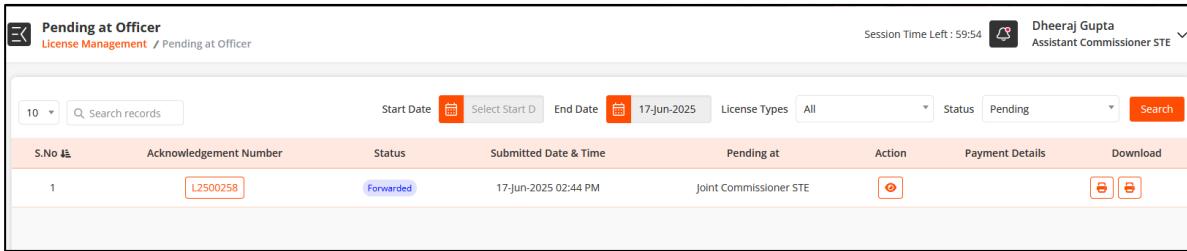
Form fields (bottom):

- Upload file: No file selected.
- Location\*: HEAD QUARTERS
- Designation\*: Joint Commissioner STE
- Status: Forwarded
- Remarks\*: forwarded (Max 1000 Characters)

Buttons: **Previous**, **Submit**.

Message: Activate Windows. Go to Settings to activate Windows.

- The forwarded license application will be displayed as shown in above figure.

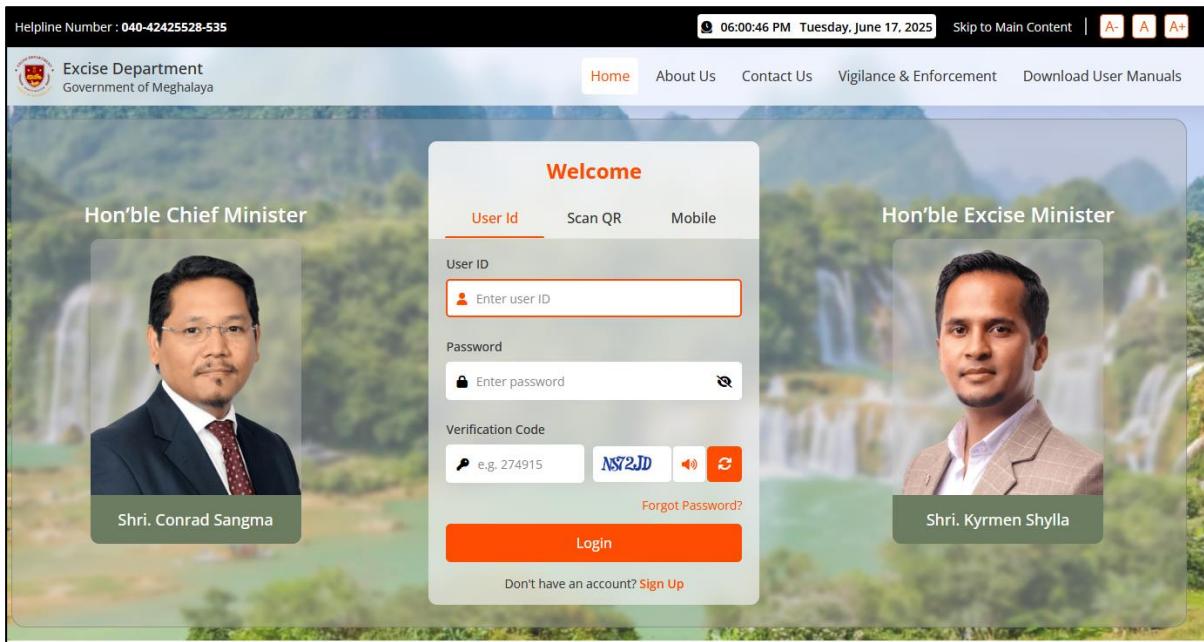


The screenshot shows the 'Pending at Officer' page with the following details:

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Joint Commissioner STE			

# Wholesale License Registration User Manual

## Joint Commissioner Head Quarter:



- User require to provide valid credentials as mentioned in above figure and click on login

Pending Permits		Pending at District Office		Pending at Headquarters		Pending at Commissionnerate	
47		73		69		156	
<b>Pending Permits</b> Location Count Bottling IMFL Local 3 Bottling IMFL Import 0 Brewery Export 0 Bottling IMFL Export 0 Wholesale 8 State Bonded Warehouse 5 Military IMFL 15 <b>Grand Total</b> 44		<b>Pending at District Office</b> Process Name Pending at Count License Registration Superintendent of Excise 33 License Registration Deputy Superintendent of Excise 0 License Registration Deputy Commissioner 1 License Registration Assistant Commissioner 11 Temporary Bar License Registration Superintendent of Excise 0 License Modification Superintendent of Excise 0 License Modification Deputy Superintendent of Excise 0 <b>Total</b> 73		<b>Pending at Headquarters</b> Process Name Pending at Count Temporary Bar License Registration Deputy Commissioner 0 License Modification Deputy Commissioner 0 Central Bonded Warehouse Permits Deputy Commissioner 1 <b>Total</b> 69		<b>Pending at Commissionnerate</b> Process Name Pending at Count License Registration Commissioner 0 Brand Label Registration Commissioner 6 License Modification Commissioner 0 Bottling Permits Commissioner 0 Central Bonded Warehouse Permits Commissioner 6 State Bonded Warehouse Permits Commissioner 5 <b>Total</b> 156	

- User need to click on License management or Pending count as shown in above figure.

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Assistant Commissioner STE			

- User need to click on action icon as shown in above figure.
- User need to click on next.

## Wholesale License Registration User Manual

Session Time Left: 58:25 Sri Vasava SOE Superintendent of Excise

Individual Licensee Document Individual Officer Document

**License Details:**

Type of Application	: Fresh Issuance of License	Wholesale Type	: Central Bonded Warehouse
License Type	: Wholesale	License Form	: CBW
		Business Type	: Individual
		Turnover Criteria	: Turnover less than Rs. 10 Cr per annum

**Personal Information:**

Name of Applicant	: AVKS	Address	: Bider, Karnataka-564564
Date of Birth	: 13-Jun-2007	Email Address	: fda@123.in
Business Name	: AVK CENTRAL WAREHOUSE	Mobile Number	: 9361172497

**Additional Details:**

Father's Name	: Venman	PAN	: AAAPA1111A
Mother's Name		Aadhaar Number	

**Address of Proposed Premises:**

House/Building/Plot Number	: 1-2/3	Mobile Number	: 9879879879
Road/Street		Landline Number	
Nearest Landmark		Email Address	: fda@123.in
Block	: Block		
Treasury Name	: Tura District Treasury		
Village/Town/City	: Seel		
Post Office	: Office		
District	: West Garo Hills		
State	: Meghalaya		
Pin Code	: 654654		

**Additional Information:**

Khasra Number/Kharani Number/Mauja Number		Area of Premise	: 5645 (Sq. Meter)
---	--	-----------------	--------------------

**Boundary Details:**

East Boundary	: Nb	North Boundary	: Nb
West Boundary	: Wb	South Boundary	: Sb

**Next**

- User need to enter remarks and click on submit.

Session Time Left: 57:19 Ravi Sharma Joint Commissioner STE

**Status: Submitted**

Date: 17-Jun-2025 05:58:46 PM	By: Sunil Thakur (Dealing Assistant HQ)	To : Dheeraj Gupta (Assistant Commissioner STE)	<b>View Remarks</b>
-------------------------------	--	--	---------------------

**Status: Submitted**

Date: 17-Jun-2025 06:25:54 PM	By: Dheeraj Gupta (Assistant Commissioner STE)	To : Ravi Sharma (Joint Commissioner STE)	<b>View Remarks</b>
-------------------------------	---	--	---------------------

Upload file: No file selected.

Location\*: HEAD QUARTERS

Designation\*: Financial Commissioner

Status: Forwarded

Remarks\*: forwarded

**Previous** **Submit**

Activate Windows

- The forwarded License application will be displayed as shown in above figure.

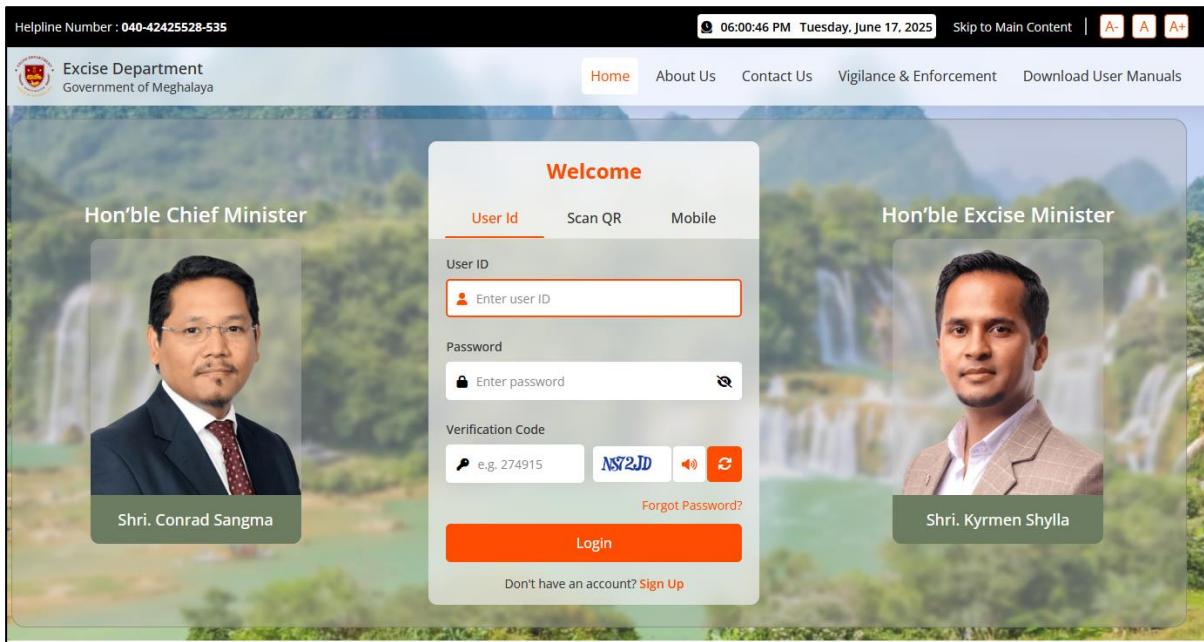
Session Time Left: 59:56 Ravi Sharma Joint Commissioner STE

**Pending at Officer**

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Financial Commissioner			

# Wholesale License Registration User Manual

## Financial Commissioner:



- User required to provide valid credentials as shown in above figure and click on Login.

Process Name	Pending at	Count
License Registration	Commissioner	1
License Renewal	Commissioner	0
Brand Label Registration	Commissioner	6
Brand Renewal	Commissioner	0
License Modification	Commissioner	0
Bottling Permits	Commissioner	0
Central Bonded Warehouse Permits	Commissioner	6
State Bonded Warehouse Permits	Commissioner	5

- User need to click on License management or Pending count as shown in above figure.

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Financial Commissioner			

## Wholesale License Registration User Manual

- User need to click on action icon as shown in above figure.

**License View**  
License Registration / License View

Acknowledgement Receipt Number: L2500203 Business Name : AVK CENTRAL WAREHOUSE Registering for Financial Year : 2025-2026

**License Details:**

Type of Application	: Fresh Issuance of License	Wholesale Type	: Central Bonded Warehouse
License Type	: Wholesale	License Form	: CBW
		Business Type	: Individual
		Turnover Criteria	: Turnover less than Rs. 10 Cr per annum

**Personal Information:**

Name of Applicant	: AVKS	Address	: Bidar, Karnataka-564564
Date of Birth	: 13Jun-2007	E-mail Address	: fdp@123.in
Business Name	: AVK CENTRAL WAREHOUSE	Mobile Number	: 6361172497

**Additional Details:**

Father's Name	: Vamen	PAN	: AAAPAA111A
Mother's Name	:	Aadhaar Number	:

**Address of Proposed Premises:**

House/Building/Plot Number	: 1/2/3	Mobile Number	: 9879879879
Road/Street	:	Landline Number	:
Nearest Landmark	:	Email Address	: fda@123.in
Block	: Block		
Treasury Name	: Turu District Treasury		
Village/Town/City	: Sonai		
Post Office	: Office		
District	: West Garo Hills		
State	: Meghalaya		
Pin Code	: 694654		

**Additional Information:**

Khasra Number/Khatoni Number/Mauza Number	:	Area of Premise	: 5645 (Sq. Meter)
---	---	-----------------	--------------------

**Boundary Details:**

East Boundary	: NB	North Boundary	: Nb
West Boundary	: WB	South Boundary	: Sb

**Next**

- User need to enter remarks and click on submit.

**License View**  
License Registration / License View

Session Time Left : 58:52

**Status: Submitted**

Date: 17-Jun-2025 06:25:54 PM By: Dheeraj Gupta (Assistant Commissioner STE) To : Ravi Sharma (Joint Commissioner STE) **View Remarks**

**Status: Submited**

Date: 17-Jun-2025 06:36:42 PM By: Ravi Sharma (Joint Commissioner STE) To : Pravin Bakshi, IAS (Financial Commissioner) **View Remarks**

Upload file: No file selected.

Location\*: SECRETARY

Designation\*: SECRETARY

Status: Forwarded

Remarks\*: Max 1000 Characters

**Previous** **Submit**

- The forwarded License application will be displayed as shown in above figure.

**License Register**  
License Management / License Register

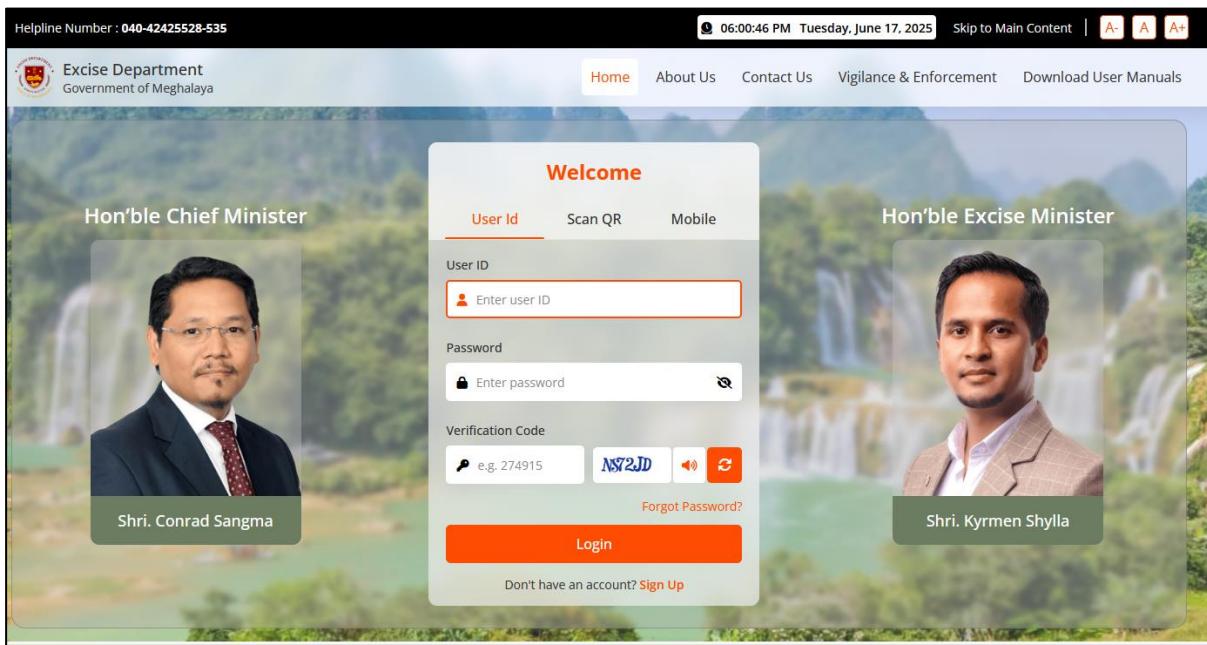
Session Time Left : 59:49

10  Start Date: 17-Jun-2025 End Date: 17-Jun-2025 License Types: All Status: Pending

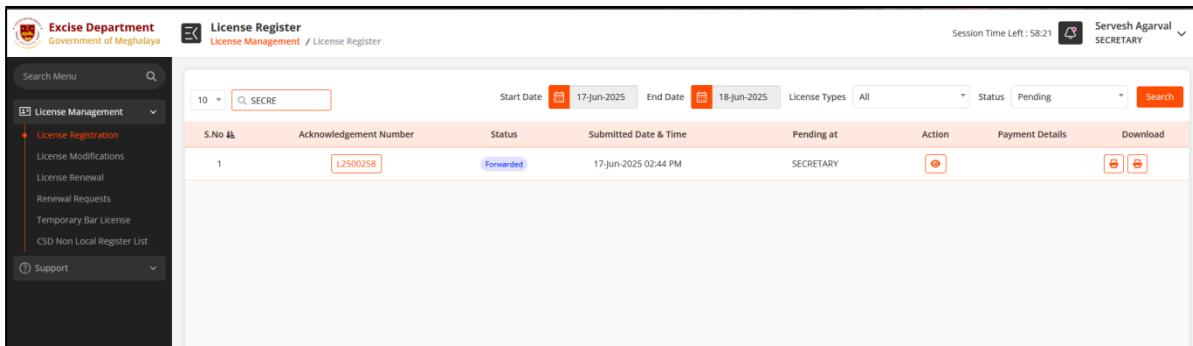
S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	SECRETARY			

## Wholesale License Registration User Manual

### Secretary:



- User need to provide valid credentials as shown in above figure and click on Login.



- User need to click on License management as shown in above figure.
- User required to click on action icon as shown in above figure.

## Wholesale License Registration User Manual

This screenshot shows the 'License View' section of the application form. The application number is L2500303, the business name is AVK CENTRAL WAREHOUSE, and it is for the financial year 2025-2026. The user is registered under Sri Vastava SOE, Superintendent of Excise. The form includes sections for License Details, Personal Information, Additional Details, Address of Proposed Premises, Additional Information, and Boundary Details. A 'Next' button is at the bottom right.

- User need to click on next.

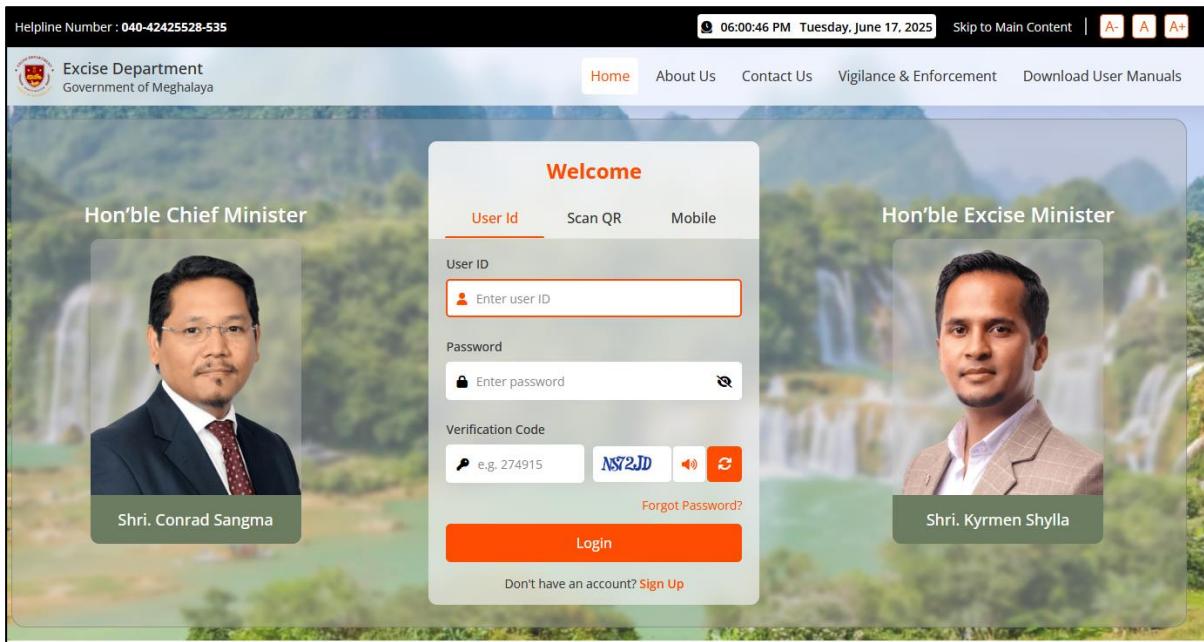
This screenshot shows the status of the application. It lists two entries: 'Status: Submitted' (17-Jun-2025 06:36:42 PM) and 'Status: FORWARDED' (18-Jun-2025 06:13:47 PM). It also includes fields for 'Upload file', 'Location\*', 'Designation\*', 'Status', and 'Remarks\*'. Buttons for 'Previous' and 'Submit' are at the bottom.

- User need to enter remarks and click on submit.
- The forwarded License application will be displayed as shown in above figure.

This screenshot shows the 'Pending at Officer' page. It displays a table with columns for S.No, Acknowledgement Number, Status, Submitted Date & Time, Pending at, Action, Payment Details, and Download. The status is 'Forwarded' and the pending officer is 'Financial Commissioner'. A 'Search' button is at the top right.

# Wholesale License Registration User Manual

## Financial Commissioner:



- User required to provide valid credentials as shown in above figure and click on Login.

Process Name	Pending at	Count
License Registration	Commissioner	1
License Renewal	Commissioner	0
Brand Label Registration	Commissioner	6
Brand Renewal	Commissioner	0
License Modification	Commissioner	0
Bottling Permits	Commissioner	0
Central Bonded Warehouse Permits	Commissioner	6
State Bonded Warehouse Permits	Commissioner	5

- User need to click on License management or Pending count as shown in above figure.

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Financial Commissioner			

## Wholesale License Registration User Manual

- User need to click on action icon as shown in above figure.

**License View**  
License Registration / License View

Acknowledgement Receipt Number: L250003 Business Name : AVK CENTRAL WAREHOUSE Registering for Financial Year : 2025-2026

**License Details:**

Type of Application	:	Fresh Issuance of License	Wholesale Type	:	Central Bonded Warehouse
License Type	:	Wholesale	License Form	:	CBW
			Business Type	:	Individual
			Turnover Criteria	:	Turnover less than Rs. 10 Cr per annum

**Personal Information:**

Name of Applicant	:	AVKS	Address	:	Bidar, Karnataka-654664
Date of Birth	:	13Jun-2007	E-mail Address	:	fd@123.in
Business Name	:	AVK CENTRAL WAREHOUSE	Mobile Number	:	6361172497

**Additional Details:**

Father's Name	:	Vaman	PAN	:	AAAPATA111A
Mother's Name	:		Aadhaar Number	:	

**Address of Proposed Premises:**

House/Building/Plot Number	:	1-2/3	Mobile Number	:	9879879879
Road/Street	:		Landline Number	:	
Nearest Landmark	:		Email Address	:	fd@123.in
Block	:	Block			
Treasury Name	:	Tura District Treasury			
Village/Town/City	:	Serial			
Post Office	:	Office			
District	:	West Garo Hills			
State	:	Meghalaya			
Pin Code	:	654654			

**Additional Information:**

Khasra Number/Khatoni Number/Mauja Number	:	Area of Premise	:	5545 (Sq. Meter)
---	---	-----------------	---	------------------

**Boundary Details:**

East Boundary	:	NB	North Boundary	:	Nb
West Boundary	:	WB	South Boundary	:	SB

**Next**

- User need to enter remarks and click on submit.

**License View**  
License Registration / License View

Session Time Left : 59:39 Pravin Bakshi, IAS  
Financial Commissioner

**Status: FORWARDED**

**Date:** 18-Jun-2025 06:13:47 PM **By:** Pravin Bakshi, IAS (Financial Commissioner) **To:** Servesh Agarwal (SECRETARY) **View Remarks**

**Status: Submitted**

**Date:** 18-Jun-2025 06:29:57 PM **By:** Servesh Agarwal (SECRETARY) **To:** Pravin Bakshi, IAS (Financial Commissioner) **View Remarks**

**Upload file**  No file selected.

**Location\***

**Designation\***

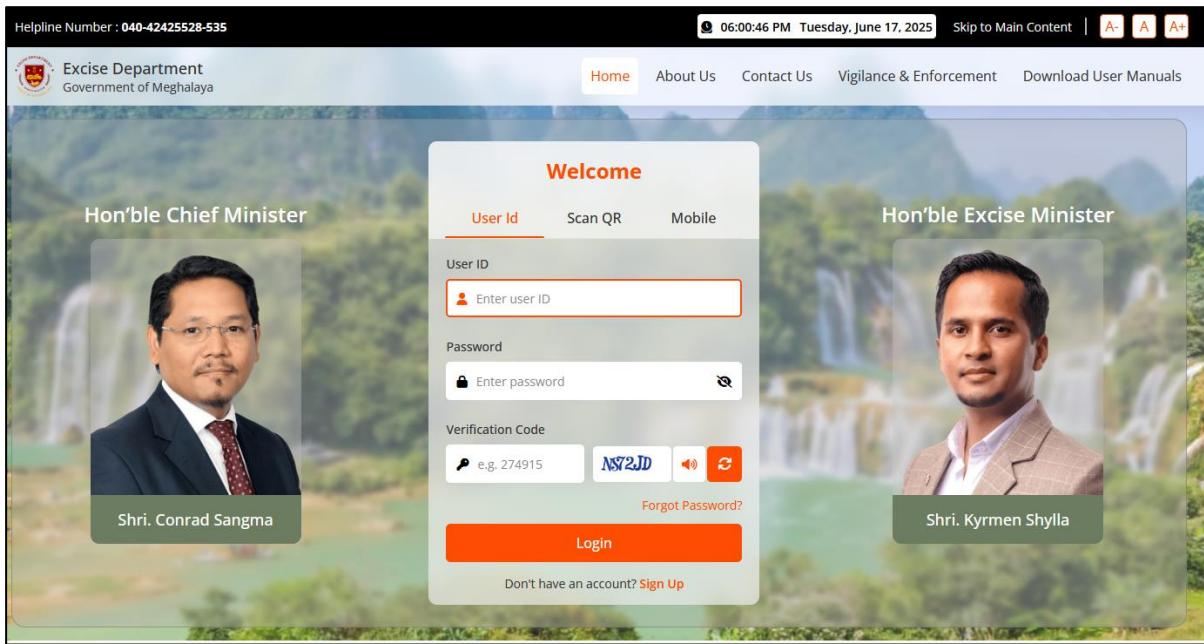
**Status**

**Remarks\***  Max 1000 Characters

**Previous** **Submit**

# Wholesale License Registration User Manual

## Joint Commissioner Head Quarter:



- User require to provide valid credentials as mentioned in above figure and click on login

Pending Permits		Pending at District Office		Pending at Headquarters		Pending at Commissionnerate	
47		73		69		156	
<b>Pending Permits</b> Location Count Bottling IMFL Local 3 Bottling IMFL Import 0 Brewery Export 0 Bottling IMFL Export 0 Wholesale 8 State Bonded Warehouse 5 Military IMFL 15 <b>Grand Total</b> 44		<b>Pending at District Office</b> Process Name Pending at Count License Registration Superintendent of Excise 33 License Registration Deputy Superintendent of Excise 0 License Registration Deputy Commissioner 1 License Registration Assistant Commissioner 11 Temporary Bar License Registration Superintendent of Excise 0 License Modification Superintendent of Excise 0 License Modification Deputy Superintendent of Excise 0 <b>Total</b> 73		<b>Pending at Headquarters</b> Process Name Pending at Count Temporary Bar License Registration Deputy Commissioner 0 License Modification Deputy Commissioner 0 Central Bonded Warehouse Permits Deputy Commissioner 1 <b>Total</b> 69		<b>Pending at Commissionnerate</b> Process Name Pending at Count License Registration Commissioner 0 Brand Label Registration Commissioner 6 License Modification Commissioner 0 Bottling Permits Commissioner 0 Central Bonded Warehouse Permits Commissioner 6 State Bonded Warehouse Permits Commissioner 5 <b>Total</b> 156	

- User need to click on License management or Pending count as shown in above figure.

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Assistant Commissioner STE			

- User need to click on action icon as shown in above figure.
- User need to click on next.

# Wholesale License Registration User Manual

License View  
License Registration / License View

Session Time Left: 58:25 Sri Vasava SOE  
Superintendent of Excise

Acknowledgement Receipt Number: L2500303 Business Name: AVK CENTRAL WAREHOUSE Registering for Financial Year: 2025-2026

[Individual Licensee Documents](#) [Individual Officer Documents](#)

**License Details:**

Type of Application	: Fresh Issuance of License	Wholesale Type	: Central Bonded Warehouse
License Type	: Wholesale	License Form	: CBW
		Business Type	: Individual
		Turnover Criteria	: Turnover less than Rs. 10 Cr per annum

**Personal Information:**

Name of Applicant	: AVKS	Address	: Bidar, Karnataka-564564
Date of Birth	: 13-Jun-2007	E-mail Address	: fdp@123.in
Business Name	: AVK CENTRAL WAREHOUSE	Mobile Number	: 6361172497

**Additional Details:**

Father's Name	: Varman	PAN	: AAAPAT111A
Mother's Name		Aadhaar Number	

**Address of Proposed Premises:**

House/Building/Plot Number	: 1-2/3	Mobile Number	: 9879879879
Road/Street		Landline Number	
Nearest Landmark		Email Address	: fde@123.in
Block	: Block		
Treasury Name	: Tura District Treasury		
Village/Town/City	: Tura		
Post Office	: Office		
District	: West Ghat Hills		
State	: Meghalaya		
Pin Code	: 654654		

**Additional Information:**

Khasra Number/Khatoni Number/Masjid Number		Area of Premise	: 5645 (Sq. Meter)
--	--	-----------------	--------------------

**Boundary Details:**

East Boundary	: Nb	North Boundary	: Nb
West Boundary	: Wb	South Boundary	: Sb

[Next](#)

- User need to enter remarks and click on submit.

License View  
License Registration / License View

Session Time Left: 59:43 Ravi Sharma  
Joint Commissioner STE

**Status: Submitted**

Date: 18-Jun-2025 06:29:57 PM	By: Servesh Agarwal (SECRETARY)	To : Pravin Bakshi, IAS (Financial Commissioner)	<a href="#">View Remarks</a>
-------------------------------	------------------------------------	---	------------------------------

**Status: FORWARDED**

Date: 18-Jun-2025 06:36:33 PM	By: Pravin Bakshi, IAS (Financial Commissioner)	To : Ravi Sharma (Joint Commissioner STE)	<a href="#">View Remarks</a>
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Upload file:  No file selected.

Location\*: DISTRICT OFFICE

Designation\*: Superintendent of Excise

Status: Forwarded

Remarks\*:

Max 1000 Characters

[Previous](#) [Submit](#)

Activate Windows

- The forwarded License application will be displayed as shown in below figure.

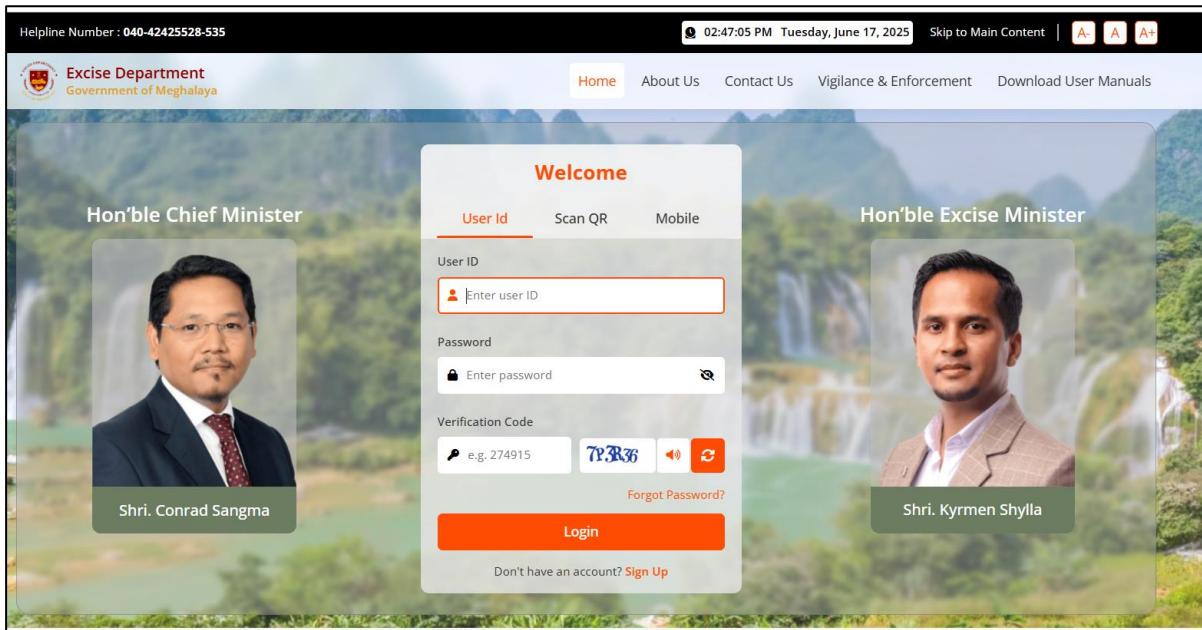
Pending at Officer  
License Management / Pending at Officer

Session Time Left: 59:57 Ravi Sharma  
Joint Commissioner STE

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Superintendent of Excise	<a href="#">View</a>	<a href="#">Edit</a> <a href="#">Delete</a>	

# Wholesale License Registration User Manual

## Superintendent of Excise:



- User need to provide valid credentials as mentioned in above figure and click on Login.

Pending Permits	
Location	Count
Bottling IMFL Local	0
Bottling IMFL Import	0
Brewery Export	0
Bottling IMFL Export	0
Wholesale IMFL	8
State Bonded Warehouse	5
Military Canteen	0
Paramilitary	0
Retailer	5
Police Canteen	0
<b>Grand Total</b>	<b>18</b>

Pending at District Office		
Process Name	Pending at	Count
License Registration	Superintendent of Excise	8
Temporary Bar License Registration	Superintendent of Excise	0
License Registration	Deputy Superintendent of Excise	0
License Registration	Deputy Commissioner	1
License Modification	Superintendent of Excise	0
License Modification	Deputy Superintendent of Excise	0
License Modification	Inspector of Excise	0
License Modification	Deputy Commissioner	0
License Modification	Assistant Commissioner	0

Pending at Headquarters		
Process Name	Pending at	Count
License Registration	Dealing Assistant HQ	7
License Registration	Assistant Commissioner STE	2
License Registration	Deputy Commissioner	0
License Registration	Joint Commissioner	0
License Registration	Secretary HQ	0
Temporary Bar License Registration	Deputy Commissioner	0
CSD Non Local License Registration	Dealing Assistant HQ	3
CSD Non Local License Registration	Assistant Commissioner	2
Brand Label Registration	Inspector of Excise HQ(IE)	13
Brand Label Registration	Activate Window	0
Brand Label Registration	Joint Commissioner(IE)	0

- User need to click on license management or Pending at District Office count as shown in below figure.

## Wholesale License Registration User Manual

Excise Department  
Government of Meghalaya

Activity Dashboard  
Dashboard / Activity Dashboard

Session Time Left : 59:04 Sri Vastava SOE  
Superintendent of Excise

Pending Permits: 21

Pending at District Office: 25

Pending at Headquarters: 38

Pending at Commissionerate: 156

Pending Permits Table:

Location	Count
Bottling IMFL Local	0
Bottling IMFL Import	0
Brewery Export	0
Bottling IMFL Export	0
Wholesale IMFL	<b>8</b>
State Bonded Warehouse	<b>5</b>
Military Canteen	0
Paramilitary	0
Retailer	<b>5</b>
Police Canteen	0
<b>Grand Total</b>	<b>18</b>

Pending at District Office Table:

Process Name	Pending at	Count
License Registration	Superintendent of Excise	<b>8</b>
Temporary Bar License Registration	Superintendent of Excise	0
License Registration	Deputy Superintendent of Excise	0
License Registration	Deputy Commissioner	1
License Registration	Assistant Commissioner	11
License Modification	Superintendent of Excise	0
License Modification	Deputy Superintendent of Excise	0
License Modification	Inspector of Excise	0
License Modification	Deputy Commissioner	0

Pending at Headquarters Table:

Process Name	Pending at	Count
License Registration	Dealing Assistant HQ	7
License Registration	Assistant Commissioner STE	2
License Registration	Deputy Commissioner	0
License Registration	Joint Commissioner	0
License Registration	Secretary HQ	0
Temporary Bar License Registration	Deputy Commissioner	0
CSD Non Local License Registration	Dealing Assistant HQ	3
CSD Non Local License Registration	Assistant Commissioner	2
Brand Label Registration	Inspector of Excise HQ(OE)	13

- The user need to click on action

10 258 Start Date 17-Jun-2025 End Date 17-Jun-2025 License Types All Status Pending At Officer Search

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
8	L2500258	Submitted	17-Jun-2025 02:44 PM	Superintendent of Excise			

License View  
License Registration / License View

Acknowledgement Receipt Number: L2500258 Business Name: AVK CENTRAL WAREHOUSE Registering for Financial Year: 2025-2026

Individual Licensee Documents Individual Officer Documents

Session Time Left: 58:23 Sri Vastava SOE Superintendent of Excise

**License Details:**

Type of Application	:	First Issue of License	Wholesale Type	:	Central Bonded Warehouse
License Type	:	Wholesale	License Form	:	CBW
			Business Type	:	Individual
			Turnover Criteria	:	Turnover less than Rs. 10 Cr per annum

**Personal Information:**

Name of Applicant	:	AVKS	Address	:	Bidar, Karnataka-654664
Date of Birth	:	13-Jun-2007	E-mail Address	:	fd@123.in
Business Name	:	AVK CENTRAL WAREHOUSE	Mobile Number	:	6361172497

**Additional Details:**

Father's Name	:	Vaman	PAN	:	AAAPAT111A
Mother's Name	:		Aadhaar Number	:	

**Address of Proposed Premises:**

House/Building/Plot Number	:	1-2/3	Mobile Number	:	9879879879
Road/Street	:		Landline Number	:	
Nearest Landmark	:		Email Address	:	fd@123.in
Block	:	Block			
Treasury Name	:	Tura District Treasury			
Village/Town/City	:	Sonal			
Post Office	:	Office			
District	:	West Garo Hills			
State	:	Meghalaya			
Pin Code	:	654654			

**Additional Information:**

Khasra Number/Khatoni Number/Mauja Number	:		Area of Premise	:	5645 (Sq. Meter)
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**Boundary Details:**

East Boundary	:	Nb	North Boundary	:	Nb
West Boundary	:	Wb	South Boundary	:	St

**Next**

- And the Officer need to click on next button as shown in above figure.
- The user need to forwarded to Licensee for Fee.

## Wholesale License Registration User Manual

The screenshot shows the 'License View' section of the application. It lists three status updates:

- Status: submitted**  
Date: 18-Jun-2025 06:29:57 PM  
By: Servesh Agarwal (SECRETARY)  
To: Pravin Bakshi, IAS (Financial Commissioner)  
View Remarks
- Status: FORWARDED**  
Date: 18-Jun-2025 06:36:33 PM  
By: Pravin Bakshi, IAS (Financial Commissioner)  
To: Ravi Sharma (Joint Commissioner STE)  
View Remarks
- Status: FORWARDED**  
Date: 18-Jun-2025 06:38:19 PM  
By: Ravi Sharma (Joint Commissioner STE)  
To: Sri Vastava SOE (Superintendent of Excise)  
View Remarks

Below the status updates is a form with fields for 'Upload file' (No file selected), 'Location\*' (APPLICANT), 'Remarks\*' (Request for fee payment), and buttons for 'Previous' and 'Forward'.

- The Officer need to enter the remarks & click on Forward button as shown above figure.
- The forwarded license application will be displayed as shown in above figure.

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
5	L2500258	Forwarded	17-Jun-2025 02:44 PM	Applicant			

### Applicant:

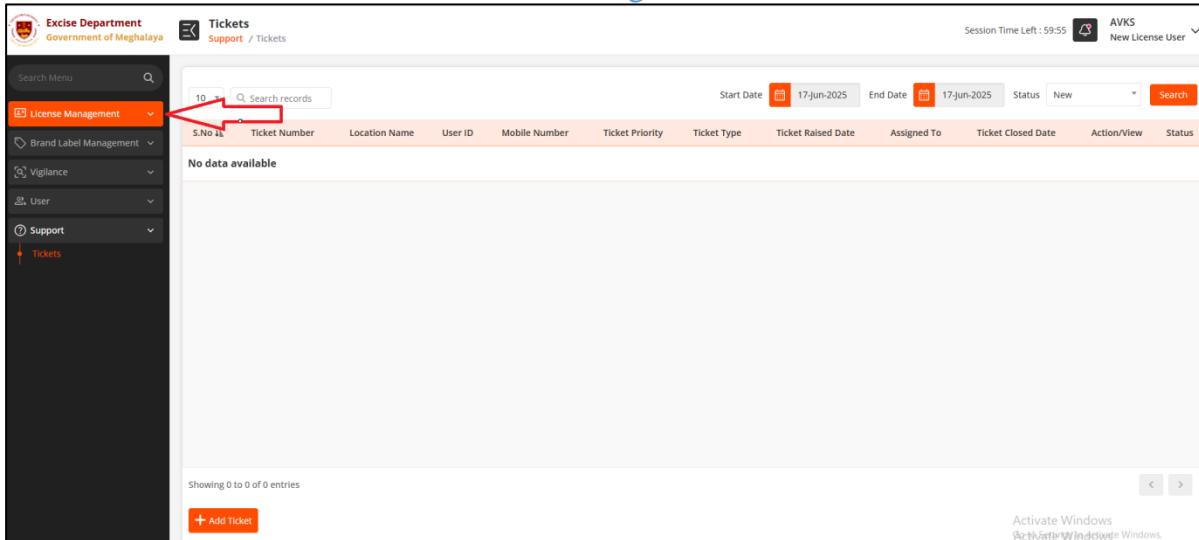
- The user need to do the login with valid user credential and click on the Login button.

The login page has the following fields and features:

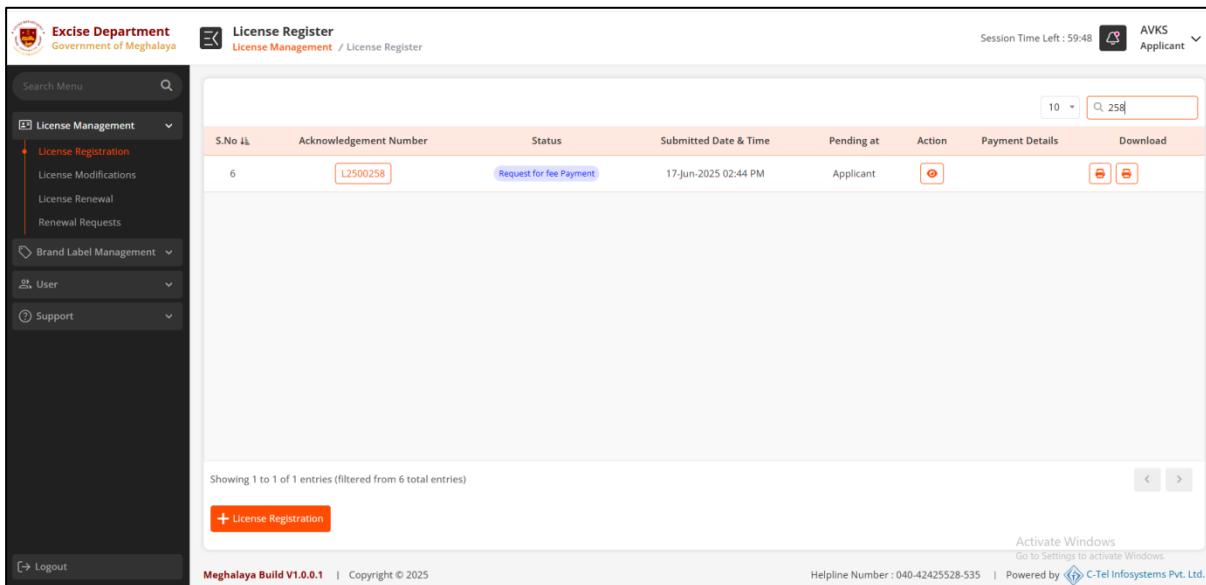
- Header: Helpline Number : 040-42425528-535
- Top right: Session Time Left : 59:47, Sri Vastava SOE, Superintendent of Excise
- Left sidebar: Home, About Us, Contact Us, Vigilance & Enforcement, Download User Manuals
- Center: Welcome message, User ID (L2\_LOGIN), Password, Verification Code (PXUBG), Login button, Forgot Password?
- Side portraits: Hon'ble Chief Minister (Shri. Conrad Sangma) and Hon'ble Excise Minister (Shri. Kyrmen Shylla)
- Bottom: Don't have an account? [Sign Up](#)

- User need to click on License management as shown in below figure.

## Wholesale License Registration User Manual



- From side menu, user need to select license management,



- User can see the request in the list view of license registration
- User need to click on action button as shown above figure

## Wholesale License Registration User Manual

Session Time Left: 58:25 Sri Vastava SOE  
Superintendent of Excise

**License Details:**

Type of Application	: Fresh Issuance of License	Wholesale Type	: Central Bonded Warehouse
License Type	: Wholesale	License Form	: CBW
		Business Type	: Individual
		Turnover Criteria	: Turnover less than Rs. 10 Cr per annum

**Personal Information:**

Name of Applicant	: AVKS	Address	: Bidar, Karnataka-564654
Date of Birth	: 13-Jun-2007	Email Address	: fda@123.in
Business Name	: AVK CENTRAL WAREHOUSE	Mobile Number	: 636172497

**Additional Details:**

Father's Name	: Vaman	PAN	: AAAPA1111A
Mother's Name		Aadhaar Number	

**Address of Proposed Premises:**

House/Building/Plot Number	: 1-2/3	Mobile Number	: 9876543210
Road/Street		Landline Number	
Nearest Landmark		Email Address	: fda@123.in
Block	: Block		
Treasury Name	: Tura District Treasury		
Village/Town/City	: Sonal		
Post Office	: Office		
District	: West Bero Hills		
State	: Meghalaya		
Pin Code	: 694654		

**Additional Information:**

Khasra Number/Khatoni Number/Majua Number		Area of Premise	: 5645 (Sq. Meter)
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**Boundary Details:**

East Boundary	: Nb	North Boundary	: Nb
West Boundary	: Wb	South Boundary	: Sb

**Next**

- User need to click on next button

Session Time Left: 58:24 AVKS Applicant

**Date:** 24-Jun-2025 01:47:41 PM **By:** Head Quarter **To:** District Office **View Remarks**

**Status:** FORWARDED **Date:** 24-Jun-2025 01:48:55 PM **By:** District Office **To:** Applicant **View Remarks**

Type of Fee	License type	License Form	Amount(Rs.)
License Fee	Central Bonded Warehouse	CBW	17500000.00

**Add Challans**

<input type="checkbox"/>	Challan Number*	Challan Amount*	Challan File*	Challan Date*
<input type="checkbox"/>	Challan Number	Challan Amount	<input type="file"/> No file chosen	Challan Date

**Pay Fee** **Pay Online**

**Previous** **Activate Windows**

- User can see the License fee as per the License type as shown above
- User need to enter the Challan number, Challan Amount, Challan File and Challan Date and click pay the license fee and click on Pay Fee button as shown above figure
- User can see the payment details while clicking on Payment details button

Session Time Left: 59:45 AVKS Applicant

S.No #	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
6	L2500258	License Verify	17-Jun-2025 02:44 PM	District Office			

## Wholesale License Registration User Manual

### Superintendent of Excise:

- User need to provide valid credentials as mentioned in above figure and click on Login.

## Wholesale License Registration User Manual

Excise Department Government of Meghalaya

Activity Dashboard

Pending Permits: 21

Pending at District Office: 25

Pending at Headquarters: 38

Pending at Commissionerate: 156

**Pending Permits**

Location	Count
Bottling IMFL Local	0
Bottling IMFL Import	0
Brewery Export	0
Bottling IMFL Export	0
Wholesale IMFL	8
State Bonded Warehouse	5
Military Canteen	0
Paramilitary	0
Retailer	5
Police Canteen	0
<b>Grand Total</b>	<b>18</b>

**Pending at District Office**

Process Name	Pending at	Count
License Registration	Superintendent of Excise	8
Temporary Bar License Registration	Superintendent of Excise	0
License Registration	Deputy Superintendent of Excise	0
License Registration	Deputy Commissioner	1
License Registration	Assistant Commissioner	11
License Modification	Superintendent of Excise	0
License Modification	Deputy Superintendent of Excise	0
License Modification	Inspector of Excise	0
License Modification	Deputy Commissioner	0
License Modification	Assistant Commissioner	0

**Pending at Headquarters**

Process Name	Pending at	Count
License Registration	Dealing Assistant HQ	7
License Registration	Assistant Commissioner STE	2
License Registration	Deputy Commissioner	0
License Registration	Joint Commissioner	0
License Registration	Secretary HQ	0
Temporary Bar License Registration	Deputy Commissioner	0
CSD Non Local License Registration	Dealing Assistant HQ	3
CSD Non Local License Registration	Assistant Commissioner	2
Brand Label Registration	Inspector of Excise HQ(IE)	13
Brand Label Registration	Joint Commissioner HQ(IE)	0

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Session Time Left : 59:45

Sri Vasava SOE Superintendent of Excise

Helpline Number : 040-4242528-535 | Powered by C-Tel Infosystems Pvt. Ltd.

- User need to click on license management or Pending at District Office count as shown in below figure.

Excise Department Government of Meghalaya

Activity Dashboard

Pending Permits: 21

Pending at District Office: 25

Pending at Headquarters: 38

Pending at Commissionerate: 156

**Pending Permits**

Location	Count
Bottling IMFL Local	0
Bottling IMFL Import	0
Brewery Export	0
Bottling IMFL Export	0
Wholesale IMFL	8
State Bonded Warehouse	5
Military Canteen	0
Paramilitary	0
Retailer	5
Police Canteen	0
<b>Grand Total</b>	<b>18</b>

**Pending at District Office**

Process Name	Pending at	Count
License Registration	Superintendent of Excise	8
Temporary Bar License Registration	Superintendent of Excise	0
License Registration	Deputy Superintendent of Excise	0
License Registration	Deputy Commissioner	1
License Registration	Assistant Commissioner	11
License Modification	Superintendent of Excise	0
License Modification	Deputy Superintendent of Excise	0
License Modification	Inspector of Excise	0
License Modification	Deputy Commissioner	0

**Pending at Headquarters**

Process Name	Pending at	Count
License Registration	Dealing Assistant HQ	7
License Registration	Assistant Commissioner STE	2
License Registration	Deputy Commissioner	0
License Registration	Joint Commissioner	0
License Registration	Secretary HQ	0
Temporary Bar License Registration	Deputy Commissioner	0
CSD Non Local License Registration	Dealing Assistant HQ	3
CSD Non Local License Registration	Assistant Commissioner	2
Brand Label Registration	Inspector of Excise HQ(IE)	13
Brand Label Registration	Joint Commissioner HQ(IE)	0

Activate Windows: <http://www.microsoft.com/activation>

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Session Time Left : 59:04

Sri Vasava SOE Superintendent of Excise

Helpline Number : 040-4242528-535 | Powered by C-Tel Infosystems Pvt. Ltd.

Excise Department Government of Meghalaya

License Register

License Management / License Register

Search Menu

Pending at Office: 10

Acknowledgement Number: L2500303

Start Date: 24-Jun-2025

End Date: 24-Jun-2025

License Types: All

Status: Pending At Office

Payment Details

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
8	L2500303	License Verify	24-Jun-2025 12:28 PM	Superintendent of Excise			

Session Time Left : 59:35

Sri Vasava SOE Superintendent of Excise

- The user can see the payment details while clicking on Payment details button as shown below

## Wholesale License Registration User Manual

- The user need to click on action

## Wholesale License Registration User Manual

Session Time Left : 59:32

Sri Vastava SOE  
Superintendent of Excise

Address of Proposed Premises :

House/Building/Plot Number	:	1-2/3	Mobile Number	:	9879879879
Road/Street	:		Landline Number	:	
Nearest Landmark	:		Email Address	:	fda@123.in
Block	:	Block			
Treasury Name	:	Tura District Treasury			
Village/Town/City	:	Sonal			
Post Office	:	Office			
District	:	West Garo Hills			
State	:	Meghalaya			
Pin Code	:	654654			

Additional Information

Khasra Number/Khatoni Number/Mauja Number	:		Area of Premise	:	5645 (Sq. Meter)
---	---	--	-----------------	---	------------------

Boundary Details

East Boundary	:	Nb	North Boundary	:	Nb
West Boundary	:	Wb	South Boundary	:	Sb

**Next**

Activate Windows

- And the Officer need to click on next button as shown in above figure.
- The user need to forward the application to next authourity.

Session Time Left : 59:43

Sri Vastava SOE  
Superintendent of Excise

**Status: FORWARDED**

Date: 23-Jun-2025 04:38:02 PM By: Sri Vastava SOE (Superintendent of Excise) To : AVKS (Applicant) **View Remarks**

**Status: License Verify**

Date: 23-Jun-2025 04:54:41 PM By: AVKS (Applicant) To : Sri Vastava SOE (Superintendent of Excise) **View Remarks**

Upload file:   
 Location\*: HEAD QUARTERS  
 Designation\*: Dealing Assistant  
 Status: Forwarded  
 Remarks\*

**Previous** **Submit**

- The Officer need to enter the remarks & click on Forward button as shown above figure.
- The forwarded license application will be displayed as shown in above figure.

Session Time Left : 59:49

Sri Vastava SOE  
Superintendent of Excise

**Pending at Officer**

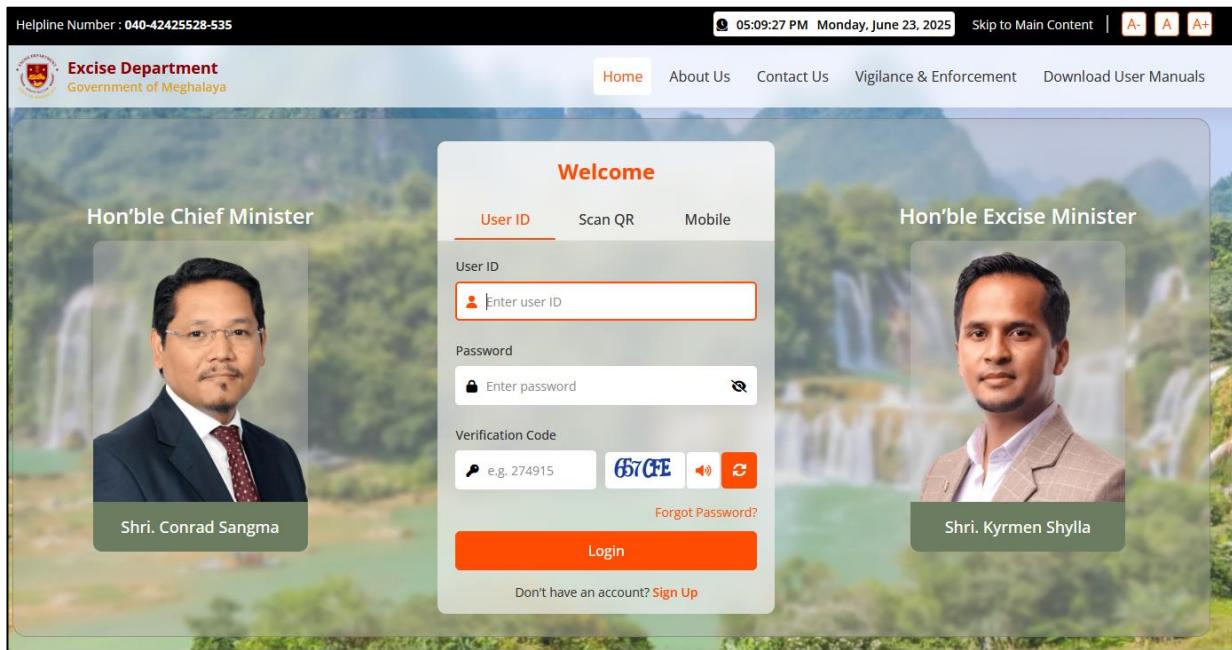
Start Date: 03-Jun-2025 End Date: 23-Jun-2025 License Types: All Status: Pending

S.No Acknowledgement Number Status Submitted Date & Time Pending at Action Payment Details Download

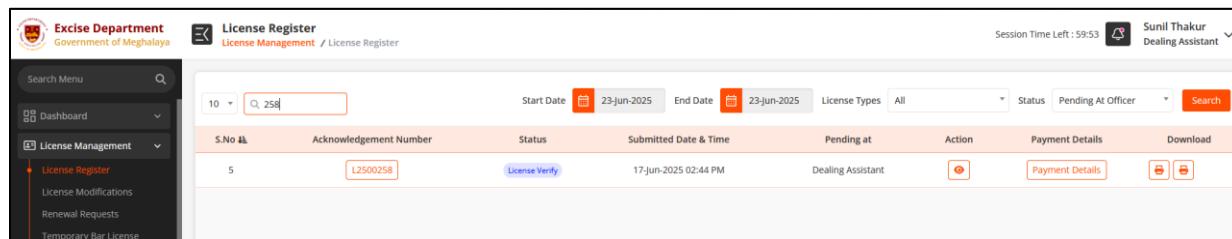
10	Q 258		03-Jun-2025 23-Jun-2025				
13	L2500258	License Verify	17-Jun-2025 02:44 PM	Dealing Assistant			

# Wholesale License Registration User Manual

## Dealing Assistant Head Quarter:



- User required to provide valid credentials as mentioned in above figure and click on Login
- User need to click on License management as shown in above figure.



- User can see the payment details while clicking on the Payment Details button as shown above
- User need to click on action icon as shown in above figure.

# Wholesale License Registration User Manual

Acknowledgement Receipt Number: **L2500303** Business Name : **AVK CENTRAL WAREHOUSE** Registering for Financial Year : **2025-2026**

[Individual Licensee Documents](#) [Individual Officer Documents](#) [Print](#)

## License Details :

Type of Application	:	Fresh Issuance of License	Wholesale Type	:	Central Bonded Warehouse
License Type	:	Wholesale	License Form	:	CBW
			Business Type	:	Individual
			Turnover Criteria	:	Turnover less than Rs. 10 Cr per annum
			LOI Selected	:	No

## Personal Information

Name of Applicant	:	AVKS	Address	:	Bidar, Karnataka-654564
Date Of Birth	:	13-Jun-2007	E-mail Address	:	fda@123.in
Business Name	:	AVK CENTRAL WAREHOUSE	Mobile Number	:	6361172497

## Additional Details :

Father's Name	:	Vaman	PAN	:	AAAPAA1111A
Mother's Name	:		Aadhaar Number	:	

## Address of Proposed Premises :

House/Building/Plot Number	:	1-2/3	Mobile Number	:	9879879879
Road/Street	:		Landline Number	:	
Nearest Landmark	:		Email Address	:	fda@1243.in

[Activate Windows](#)

Block	:	Block
Treasury Name	:	Tura District Treasury
Village/Town/City	:	Sonal
Post Office	:	Office
District	:	West Garo Hills
State	:	Meghalaya
Pin Code	:	654654

## Additional Information

Khasra Number/Khatoni Number/Mauja Number	:	Area of Premise	:	5645 (Sq. Meter)
---	---	-----------------	---	------------------

## Boundary Details

East Boundary	:	Nb	North Boundary	:	Nb
West Boundary	:	Wb	South Boundary	:	Sb

[Next](#)

[Activate Windows](#)  
Go to Settings to activate Windows

- User need to click on next.

**License View** [License Registration](#) / [License View](#) Session Time Left : 58:33 [Sunil Thakur](#) Dealing Assistant

<b>Status: PENDING</b>	Date: 18-Jun-2025 06:38:19 PM	By: Ravi Sharma (Joint Commissioner STE)	To : Sri Vastava SOE (Superintendent of Excise)	<a href="#">View Remarks</a>
<b>Status: FORWARDED</b>	Date: 23-Jun-2025 04:38:02 PM	By: Sri Vastava SOE (Superintendent of Excise)	To : AVKS (Applicant)	<a href="#">View Remarks</a>
<b>Status: License Verify</b>	Date: 23-Jun-2025 04:54:41 PM	By: AVKS (Applicant)	To : Sri Vastava SOE (Superintendent of Excise)	<a href="#">View Remarks</a>
<b>Status: License Verify</b>	Date: 23-Jun-2025 05:05:37 PM	By: Sri Vastava SOE (Superintendent of Excise)	To : Sunil Thakur (Dealing Assistant)	<a href="#">View Remarks</a>

Upload file:  No file selected.

Location\*: HEAD QUARTERS

Designation\*: Assistant Commissioner

Status: Forwarded

Remarks\*

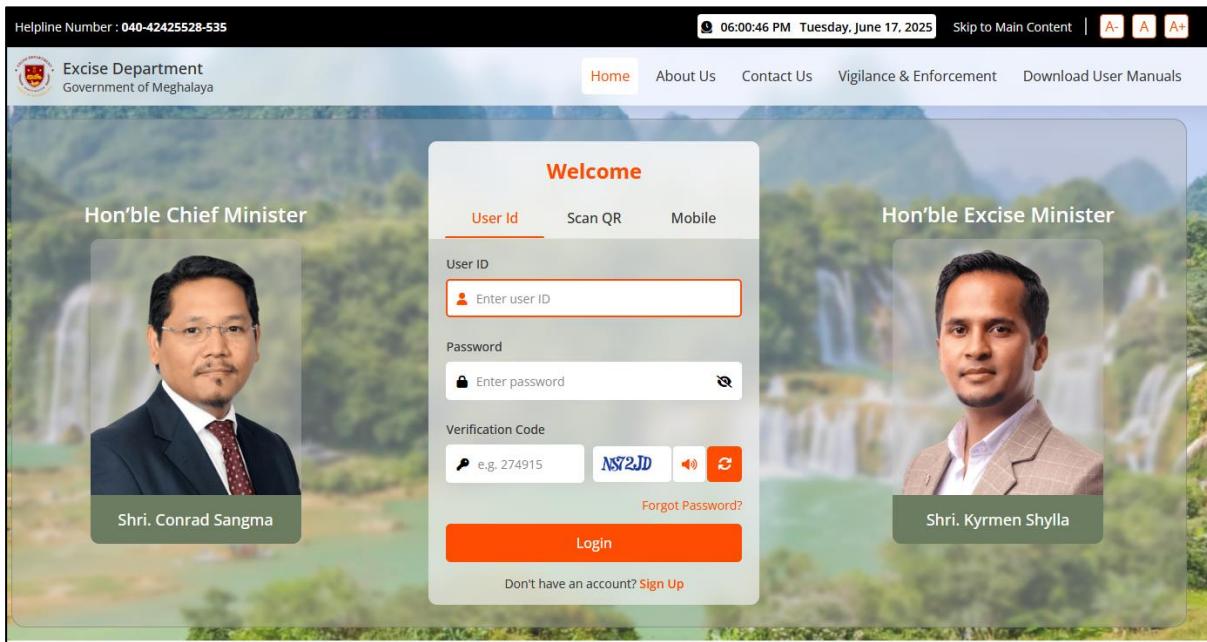
[Previous](#) [Submit](#)

[Activate Windows](#)  
Go to Settings to activate Windows

## Wholesale License Registration User Manual

- User need to enter remarks and click on submit.

### Assistant Commissioner Head Quarter:



- User required to provide valid credentials as mentioned in above figure and click on Login.

Pending Permits		Pending at District Office		Pending at Headquarters		Pending at Commissionnerate	
Location	Count	Process Name	Pending at	Process Name	Pending at	Process Name	Pending at
Botiling IMFL Local	3	License Registration	Superintendent of Excise	License Registration	Dealing Assistant HQ	License Registration	Commissionner
Botiling IMFL Import	0	License Registration	Deputy Superintendent of Excise	CSD Non Local License Registration	Dealing Assistant HQ	Brand Label Registration	Commissionner
Brewery Export	0	License Registration	Deputy Commissioner	License Modification	Dealing Assistant HQ	License Modification	Commissionner
Botiling IMFL Export	0	Temporary Bar License Registration	Superintendent of Excise	Bottling Permits	Dealing Assistant HQ	Bottling Permits	Commissionner
Wholesale IMFL	8	License Modification	Superintendent of Excise	Central Bonded Warehouse Permits	Dealing Assistant HQ	Central Bonded Warehouse Permits	Commissionner
State Bonded Warehouse	5	Total	Deputy Superintendent of Excise	State Bonded Warehouse Permits	Dealing Assistant HQ	State Bonded Warehouse Permits	Commissionner
Military Canteen	15			Total	Assistant	Total	Activate Windows
Grand Total	44						

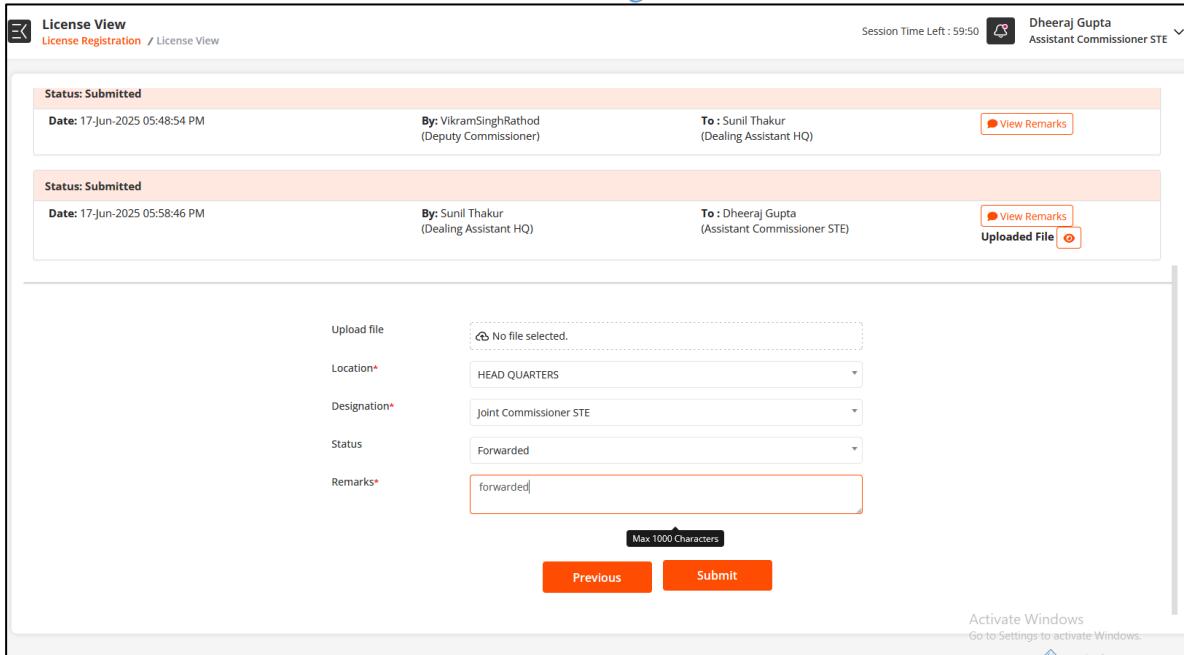
- User need to click on License management or Pending count as shown in above figure.

## Wholesale License Registration User Manual

- User need to click on action icon as shown in above figure.
- User need to click on next.

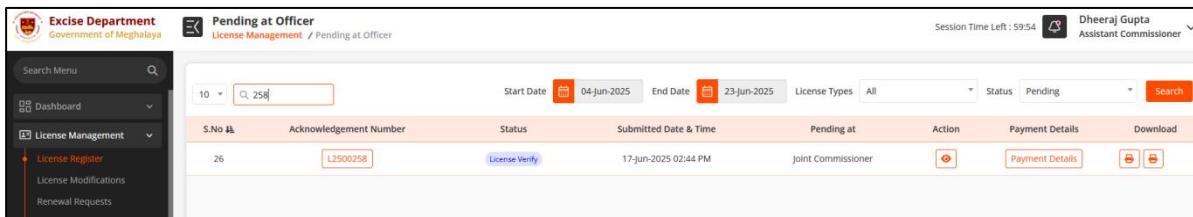
- User need to enter remarks and click on submit.

## Wholesale License Registration User Manual



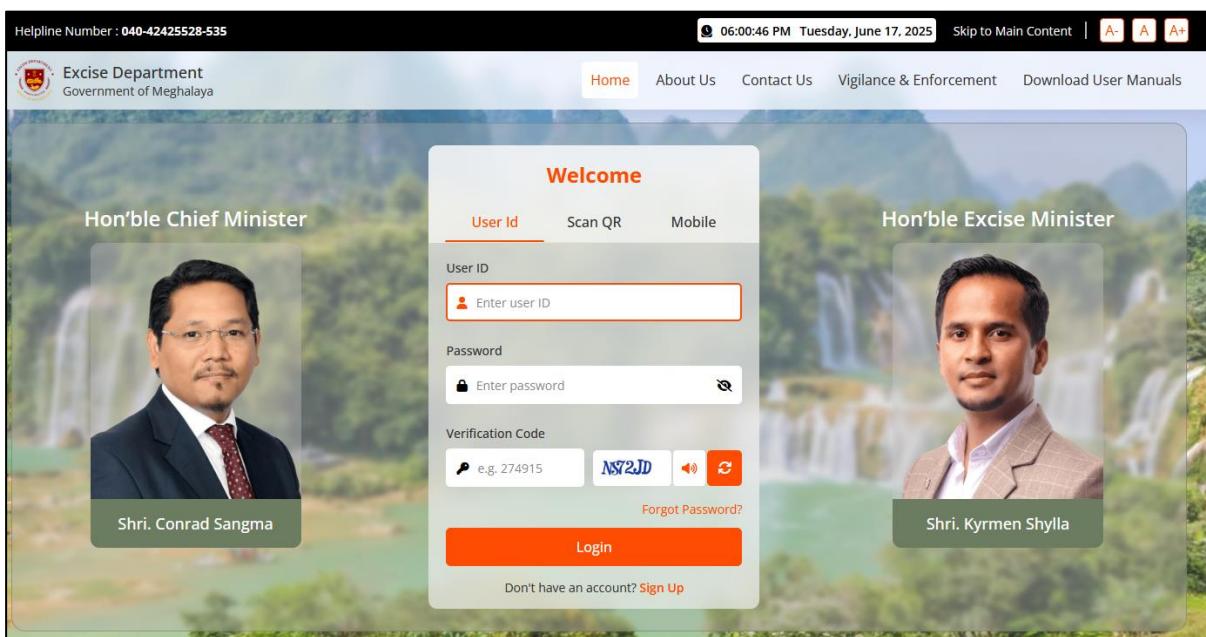
The screenshot shows a user interface for license registration. At the top, it says "License View" and "License Registration / License View". The session time left is 59:50. The user is Dheeraj Gupta, Assistant Commissioner STE. The status is "Submitted". The date is 17-Jun-2025 05:48:54 PM. The "By" field is Vikram Singh Rathod (Deputy Commissioner). The "To" field is Sunil Thakur (Dealing Assistant HQ). There is a "View Remarks" button. The second row shows another "Submitted" status entry with the same date, "By" field as Sunil Thakur, and "To" field as Dheeraj Gupta. There is a "View Remarks" button and an "Uploaded File" button. Below these, there are fields for "Upload file" (no file selected), "Location" (HEAD QUARTERS), "Designation" (Joint Commissioner STE), "Status" (Forwarded), and "Remarks" (forwarded). A note says "Max 1000 Characters". At the bottom are "Previous" and "Submit" buttons. A message at the bottom right says "Activate Windows Go to Settings to activate Windows." with a blue link.

- The forwarded license application will be displayed as shown in above figure.



The screenshot shows a "Pending at Officer" section. The session time left is 59:54. The user is Dheeraj Gupta, Assistant Commissioner. The search bar shows "Q 258". The table below lists a single record: S.No 26, Acknowledgement Number L2500258, Status Pending, Submitted Date & Time 17-Jun-2025 02:44 PM, Pending at Joint Commissioner, and Action, Payment Details, Download buttons.

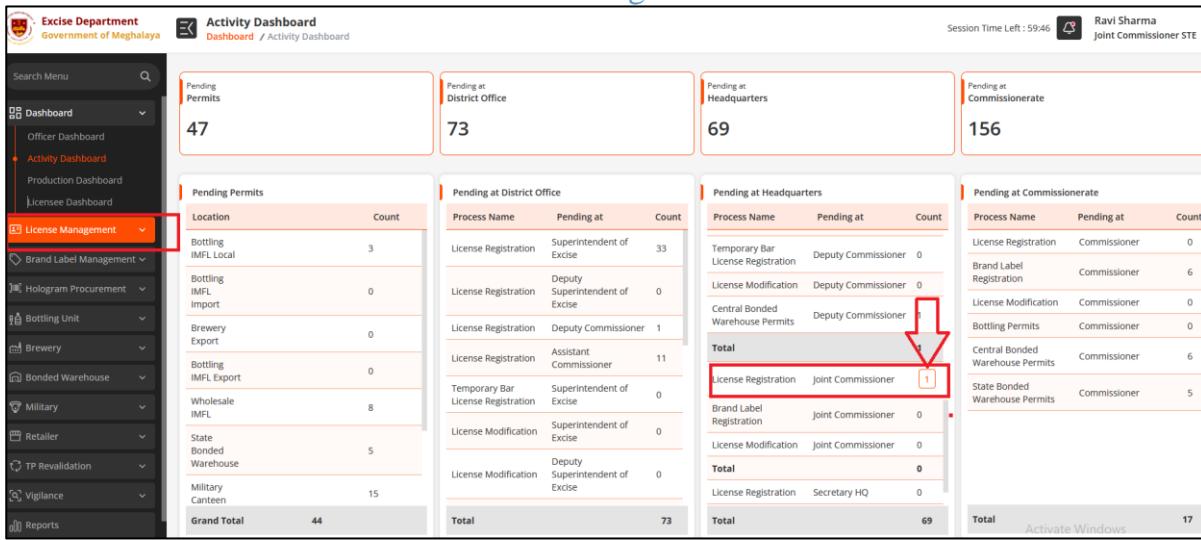
### Joint Commissioner Head Quarter:



The screenshot shows a login page for the "Excise Department, Government of Meghalaya". The helpline number is 040-42425528-535. The session time is 06:00:46 PM on Tuesday, June 17, 2025. The page features a "Welcome" message and a "User ID" input field. It also includes "Scan QR" and "Mobile" options. To the left is a portrait of "Hon'ble Chief Minister" Shri. Conrad Sangma. To the right is a portrait of "Hon'ble Excise Minister" Shri. Kyrmen Shylla. The background shows a scenic waterfall. Navigation links include Home, About Us, Contact Us, Vigilance & Enforcement, and Download User Manuals.

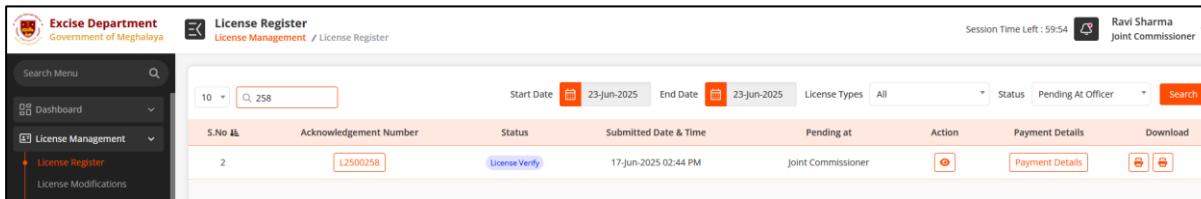
- User require to provide valid credentials as mentioned in above figure and click on login

## Wholesale License Registration User Manual



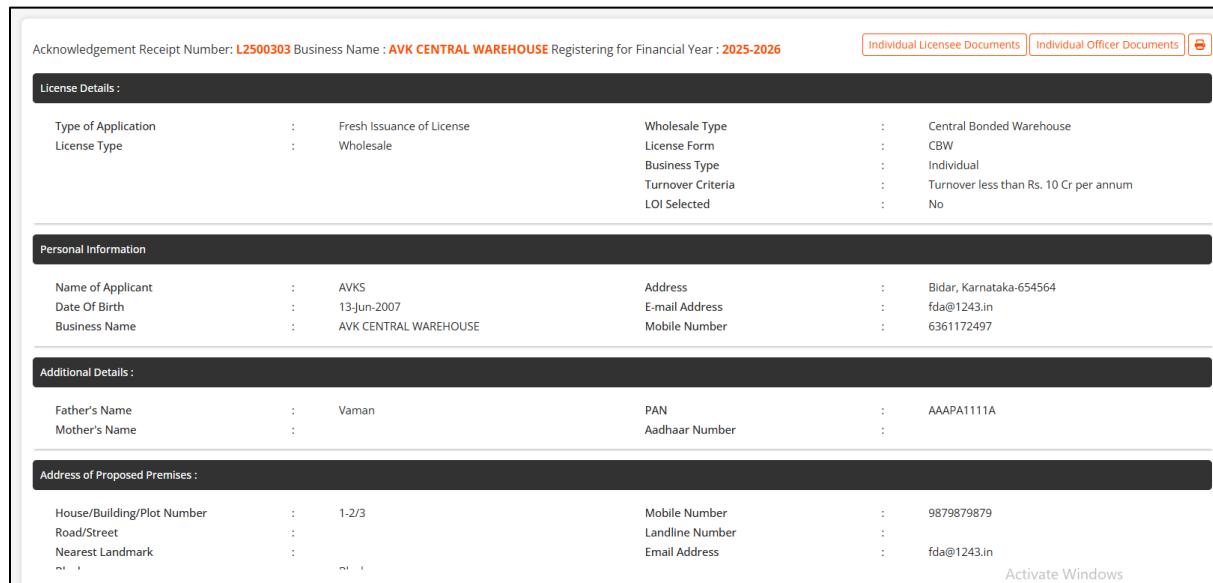
The screenshot shows the Excise Department Activity Dashboard. On the left, a sidebar menu is open, with 'License Management' highlighted. The main area displays four boxes: 'Pending Permits' (47), 'Pending at District Office' (73), 'Pending at Headquarters' (69), and 'Pending at Commissionerate' (156). Below these are detailed tables for each category. A red box highlights the 'License Management' menu item, and a red arrow points to the 'License Registration' row in the 'Pending at Headquarters' table, which is also highlighted with a red box.

- User need to click on License management or Pending count as shown in above figure.



The screenshot shows the 'License Register' page. The sidebar has 'License Register' selected. The main content shows a table of registered licenses. A red box highlights the 'Action' column, and a red arrow points to the 'Action' icon for the first row, which is also highlighted with a red box.

- User need to click on action icon as shown in above figure.
- User need to click on next.



The screenshot shows a detailed application form for a license. It includes sections for 'License Details', 'Personal Information', 'Additional Details', and 'Address of Proposed Premises'. The 'License Details' section shows the acknowledgement number L2500303. The 'Personal Information' section includes fields for Name of Applicant, Date of Birth, Business Name, Address, Email Address, and Mobile Number. The 'Additional Details' section includes fields for Father's Name, Mother's Name, PAN, Aadhaar Number, and other personal details. The 'Address of Proposed Premises' section includes fields for House/Building/Plot Number, Road/Street, Nearest Landmark, Mobile Number, Landline Number, and Email Address. A red box highlights the 'Action' column in the 'Additional Details' section, and a red arrow points to the 'Action' icon for the first row, which is also highlighted with a red box.

## Wholesale License Registration User Manual

Block	:	Block
Treasury Name	:	Tura District Treasury
Village/Town/City	:	Sonal
Post Office	:	Office
District	:	West Garo Hills
State	:	Meghalaya
Pin Code	:	654654

Additional Information				
Khasra Number/Khatoni Number/Mauja Number	:	Area of Premise	:	5645 (Sq. Meter)

Boundary Details					
East Boundary	:	Nb	North Boundary	:	Nb
West Boundary	:	Wb	South Boundary	:	Sb

Activate Windows  
Get the latest Windows updates

- User need to enter remarks and click on submit.

E
License View
License Registration / License View
Session Time Left : 57:19
Ravi Sharma  
Joint Commissioner STE

Status: Submitted		
Date: 17-Jun-2025 05:58:46 PM	By: Sunil Thakur (Dealing Assistant HQ)	To : Dheeraj Gupta (Assistant Commissioner STE)
		<input style="border: 1px solid #002b36; border-radius: 5px; padding: 2px 10px;" type="button" value="View Remarks"/> <input style="border: 1px solid #002b36; border-radius: 5px; padding: 2px 10px;" type="button" value="Uploaded File"/>

Status: Submitted		
Date: 17-Jun-2025 06:25:54 PM	By: Dheeraj Gupta (Assistant Commissioner STE)	To : Ravi Sharma (Joint Commissioner STE)
		<input style="border: 1px solid #002b36; border-radius: 5px; padding: 2px 10px;" type="button" value="View Remarks"/>

Upload file	<input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="No file selected."/>
Location*	<input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="HEAD QUARTERS"/>
Designation*	<input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="Financial Commissioner"/>
Status	<input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="Forwarded"/>
Remarks*	<input style="border: 1px solid #002b36; width: 100%; height: 30px;" type="text" value="forwarded"/>

Activate Windows  
Get the latest Windows updates

- The forwarded License application will be displayed as shown in above figure.

E
Excise Department  
Government of Meghalaya
Pending at Officer
License Management / Pending at Officer
Session Time Left : 59:51
Ravi Sharma  
Joint Commissioner

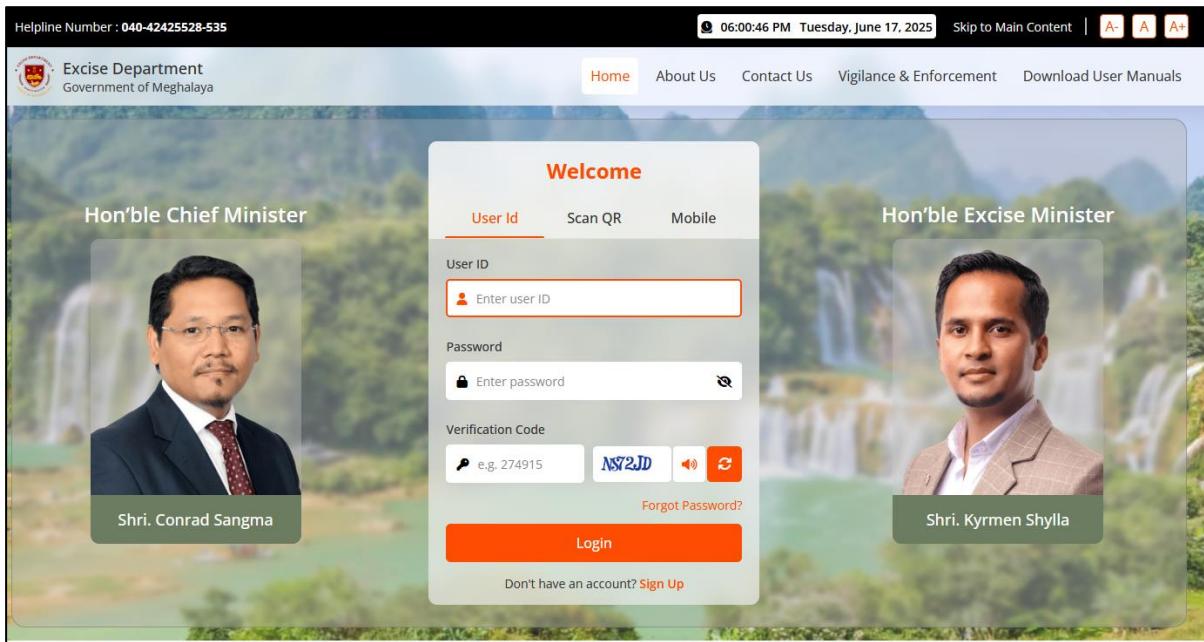
Search Menu	<input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="Q: 258"/>	Start Date <input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="02-Jun-2025"/>	End Date <input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="23-Jun-2025"/>	License Types <input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="All"/>	Status <input style="border: 1px solid #ccc; width: 100%; height: 30px;" type="text" value="Pending"/>	<input style="border: 1px solid #002b36; border-radius: 5px; padding: 2px 10px;" type="button" value="Search"/>
Dashboard						
License Management						
License Register						
License Modifications						
Renewal Requests						
Temporary Bar License						

S.NO	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
28	L2500258	Forwarded	17-Jun-2025 02:44 PM	Commissioner	<input style="border: 1px solid #002b36; border-radius: 5px; padding: 2px 10px;" type="button" value="View"/>	<input style="border: 1px solid #002b36; border-radius: 5px; padding: 2px 10px;" type="button" value="Payment Details"/>	<input style="border: 1px solid #002b36; border-radius: 5px; padding: 2px 10px;" type="button" value="Download"/>

# Wholesale License Registration User Manual

## Financial Commissioner:



- User required to provide valid credentials as shown in above figure and click on Login.

Category	Count
Paramilitary	1
Retailer	12
Police Canteen	0
<b>Grand Total</b>	<b>44</b>

Category	Count
License Modification	0
Deputy Superintendent of Excise	0
License Modification	0
Inspector of Excise	0
License Modification	0
Deputy Commissioner	0
License Modification	0
Assistant Commissioner	0
<b>Total</b>	<b>73</b>

Category	Count
Registration	0
CSD Non Local License Registration	2
Brand Label Registration	43
Brand Label Registration	0
<b>Total</b>	<b>68</b>

Process Name	Pending at	Count
License Registration	Commissioner	1
License Renewal	Commissioner	0
Brand Label Registration	Commissioner	6
Brand Renewal	Commissioner	0
License Modification	Commissioner	0
Bottling Permits	Commissioner	0
Central Bonded Warehouse Permits	Commissioner	6
State Bonded Warehouse Permits	Commissioner	5

- User can see the payment details while clicking on Payment details button

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	L2500258	Forwarded	17-Jun-2025 02:44 PM	Commissioner	<input checked="" type="checkbox"/> <input type="checkbox"/>	<a href="#">Payment Details</a>	<a href="#"></a> <a href="#"></a>

## Wholesale License Registration User Manual

- User need to click on License management or Pending count as shown in above figure.

- User need to click on action icon as shown in above figure.

Acknowledgement Receipt Number: L2500303 Business Name : AVK CENTRAL WAREHOUSE Registering for Financial Year : 2025-2026

Individual Licensee Documents | Individual Officer Documents | [Print](#)

<b>License Details :</b>					
Type of Application	:	Fresh Issuance of License	Wholesale Type	:	Central Bonded Warehouse
License Type	:	Wholesale	License Form	:	CBW
			Business Type	:	Individual
			Turnover Criteria	:	Turnover less than Rs. 10 Cr per annum
			LOI Selected	:	No
<b>Personal Information</b>					
Name of Applicant	:	AVKS	Address	:	Bidar, Karnataka-654564
Date Of Birth	:	13-Jun-2007	E-mail Address	:	fda@1243.in
Business Name	:	AVK CENTRAL WAREHOUSE	Mobile Number	:	6361172497
<b>Additional Details :</b>					
Father's Name	:	Vaman	PAN	:	AAAPA1111A
Mother's Name	:		Aadhaar Number	:	
<b>Address of Proposed Premises :</b>					
House/Building/Plot Number	:	1-2/3	Mobile Number	:	9879879879
Road/Street	:		Landline Number	:	
Nearest Landmark	:		Email Address	:	fda@1243.in

Activate Windows

## Wholesale License Registration User Manual

Block	:	Block
Treasury Name	:	Tura District Treasury
Village/Town/City	:	Sonal
Post Office	:	Office
District	:	West Garo Hills
State	:	Meghalaya
Pin Code	:	654654

Additional Information				
Khasra Number/Khatoni Number/Mauja Number	:	Area of Premise	:	5645 (Sq. Meter)

Boundary Details					
East Boundary	:	Nb	North Boundary	:	Nb
West Boundary	:	Wb	South Boundary	:	Sb

Activate Windows  
Get 50% Off on McAfee Internet Security

- User need to click on next.

**Excise Department**  
Government of Meghalaya

Search Menu

- Dashboard
- License Management
- Brand Label Management
- Hologram Procurement
- Bottling Unit
- Brewery
- Bonded Warehouse
- Military
- Retailer
- TP Revalidation
- Vigilance
- Reports
- Others / Support

**License View**  
License Registration / License View

Session Time Left : 59:55 Pravin Bakshi, IAS Commissioner

Status: License Verify		
Date: 23-Jun-2025 04:54:41 PM	By: AVKS (Applicant)	To : Sri Vastava SOE (Superintendent of Excise) <span style="float: right;">View Remarks</span>
Status: License Verify		
Date: 23-Jun-2025 05:05:37 PM	By: Sri Vastava SOE (Superintendent of Excise)	To : Sunil Thakur (Dealing Assistant) <span style="float: right;">View Remarks</span>
Status: License Verify		
Date: 23-Jun-2025 05:14:16 PM	By: Sunil Thakur (Dealing Assistant)	To : Dheeraj Gupta (Assistant Commissioner) <span style="float: right;">View Remarks</span>
Status: License Verify		
Date: 23-Jun-2025 05:24:42 PM	By: Dheeraj Gupta (Assistant Commissioner)	To : Ravi Sharma (Joint Commissioner) <span style="float: right;">View Remarks</span>
Status: Approved		
Date: 23-Jun-2025 05:26:39 PM	By: Ravi Sharma (Joint Commissioner)	To : Pravin Bakshi, IAS (Commissioner) <span style="float: right;">View Remarks</span>

Activate Windows

- The user need to click on approve button as shown below.

Search Menu

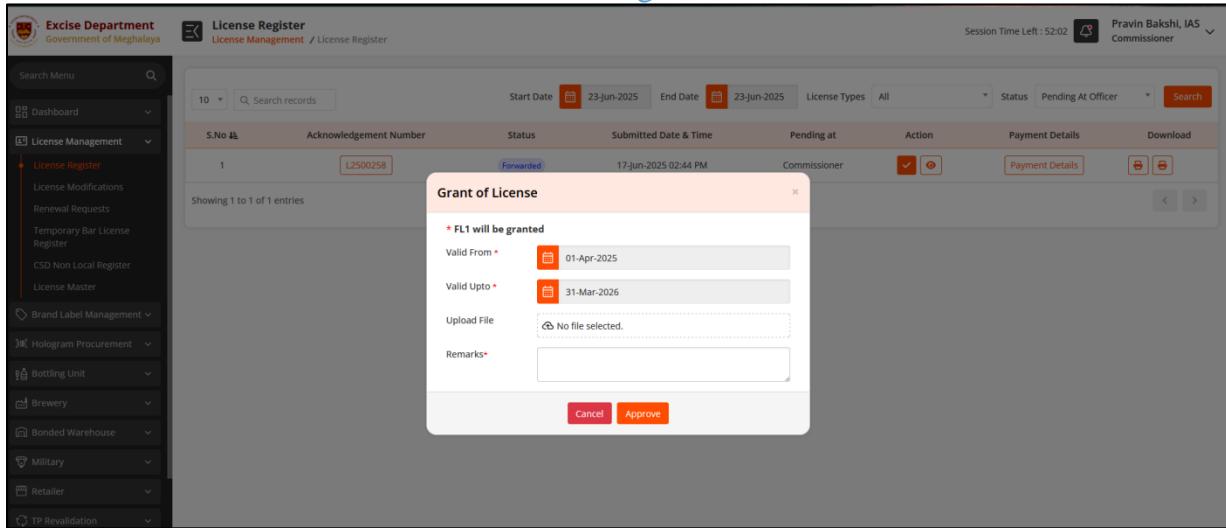
- Dashboard
- License Management
- License Register
- License Modifications
- Renewal Requests

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
1	12500258	Forwarded	17-Jun-2025 02:44 PM	Commissioner	<span style="font-size: 20px; color: #2e3436;">✓</span> <span style="font-size: 20px; color: #2e3436;">↻</span>	<span style="border: 1px solid #2e3436; padding: 2px;">Payment Details</span>	<span style="border: 1px solid #2e3436; padding: 2px;">Download</span>

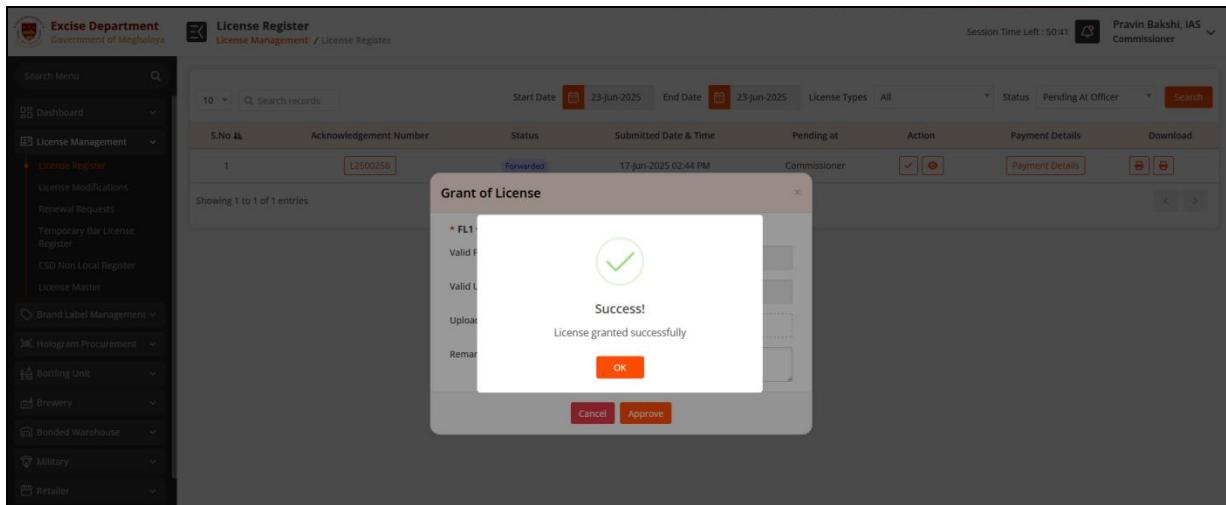


- User can see the grant of license as shown below.

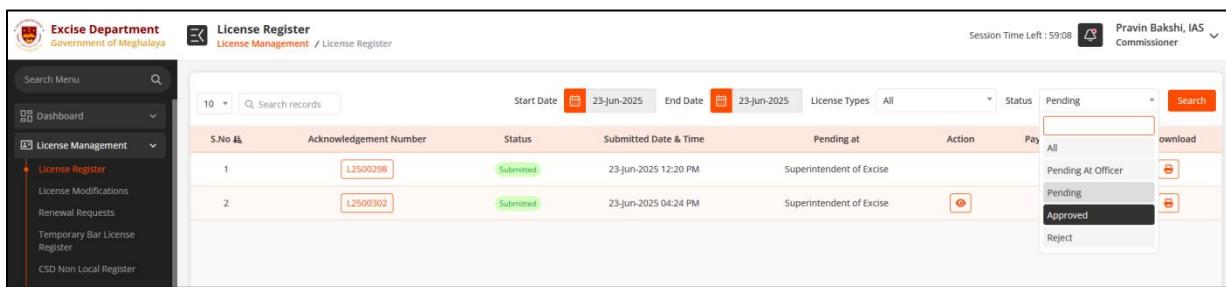
## Wholesale License Registration User Manual



- User need to enter the remark and click on approve button.



- User need to select the filter as Approved and click on search button as shown below.



- User can see the print while clicking on print button as shown below.

## Wholesale License Registration User Manual

S.No	Acknowledgement Number	Status	Submitted Date & Time	Pending at	Action	Payment Details	Download
29	L2500258	Approved	17-Jun-2025 02:44 PM				<span style="border: 1px solid red; padding: 2px;">PDF</span> <span style="border: 1px solid red; padding: 2px;">Excel</span> <span style="border: 1px solid red; padding: 2px;">CSV</span>

Declaration print:

**Declaration Form**

Self-declaration by the applicant for completeness and correctness of application information being submitted

I AVKS Son of Vaman the Proprietor of the Business, the particulars of which are included above, apply on behalf of that Business for grant of a license / permission / registration under the Excise Department Govt of Meghalaya.

I AVKS Son of Vaman the Proprietor of the aforesaid Business do here by solemnly affirm that the particulars given in this form are true and correct to the best of my knowledge and belief. I undertake to notify immediately to the Registering Authority to whom the application has been made any change in any of the above particulars.

Submitted Date & Time: 17-Jun-2025 02:44:16 PM

Signature  
(Designation with relation to the business)

Seal

## Wholesale License Registration User Manual

### Application print:

<p><b>M/S AVK CENTRAL WAREHOUSE</b> (1-2/3, Block, Sonal, Office, 70,, West Garo Hills, Meghalaya - 654654) <b>APPLICATION PRINT</b></p> <hr/> <p>Application Number: 202500203 Date : 24-Jun-2025 11:12:45 AM</p> <p>To, The Superintendent of Excise, Turayan, West Garo Hills, Meghalaya.</p> <p>Sub: <a href="#">Application for grant of License for Wholesale of Central Bonded Warehouse</a></p> <p>Sir,</p> <p>With due respect I have the honour to state you that I have applied for license for Wholesale of Central Bonded Warehouse at <b>House/Building/Plot Number:- 1-2/3, Block:- Block, Sub-Division:- 70, Village/Town/City:- Sonal, Post Office:- Office, Circle:- , District:- West Garo Hills, Zone:- , State:- Meghalaya, Pincode:- 654654</b> in the online portal of Meghalaya Excise and also paid the required fees. I am submitting the following documents which have been uploaded while submitting the online application for information and necessary actions please.</p> <p>1. Blue Print of Building and Site Plan duly countersigned by authorized Meghalaya Government Department Engineer. 2. Financial Capacity Certificate (from any Bank or Financial Institution) 3. Proof of Residential Certificate (EPIC Certificate issued by Village/ Town Committee/ Nokma/Hima Syiemship/ any other competent Authority) 4. Sales Tax clearance Certificate (from Meghalaya Taxation Department) 5. Application should be affixed with court fee stamp of Rs.25/- 6. Land/ Building ownership document Tenancy Agreement. 7. Identity Proof (EPIC, etc.) 8. No Objection Certificate From Local Area Authority 9. Police Verification Certificate 10. Proof of Age Certificate (Birth Certificate/School Certificate) 11. Professional Tax clearance Certificate (from Autonomous District Council)</p> <p>Therefore, I request your kind majesty to look into the matter and do the needful for grant of license for Wholesale of <b>Central Bonded Warehouse</b>.</p> <p>Thanking you.</p> <p></p> <p style="text-align: right;">Yours faithfully, <b>AVKS</b> For <b>AVK CENTRAL WAREHOUSE</b></p>
---

# Wholesale License Registration User Manual

## Grant of License:

<p style="text-align: center;"> <b>EXCISE DEPARTMENT GOVERNMENT OF MEGHALAYA</b> (1st Floor, Goods &amp; Service Tax, Secretariat Hills, Shillong, East Khasi Hills, Meghalaya - 793001) <b>GRANT OF LICENSE</b></p> <p>District: <b>West Garo Hills</b> No. of License in the register: <b>129302038825(Wholesale)</b> Name of License: <b>M/s AVK CENTRAL WAREHOUSE</b> Name of Licensee: <b>AVKS</b> Address: <b>AVK CENTRAL WAREHOUSE, 1-2/3, Block, Sonal, Office, 70, West Garo Hills, Meghalaya - 654654</b></p> <p>Resident of <b>Bidar, Karnataka - 654564</b> thana Shri AVKS is hereby authorized by the Excise Commissioner, Meghalaya, to work a Bonded Warehouse at <b>AVK CENTRAL WAREHOUSE, 1-2/3, Block, Sonal, Office, 70, West Garo Hills, Meghalaya - 654654</b> from <b>24 Jun, 2025</b> to <b>March, 2026</b> for the deposit and storage of foreign liquor or such spirits as permitted by the Excise Commissioner from time to time.</p> <p>It shall be required of the holder of this license, as a condition of its remainin, force, that he shall duly and faithfully performed and abide by the following conditions and by provisions of the Meghalaya Excise Act, 1910 (Act I of 1910) as amended from time to time an all notifications and rules which have been or which, may, from time to time, be published or n thereunder so far are relatable to this license and shall cause all persons employed by him to obe such rules and orders.</p> <p>I. That he shall pay to Government in advance per annum a fee Rs. Vide Challan No. on dated and that he pay the same into the Treasury/Sub-Treasury at - II. That he shall deposit and store only foreign liquor and such other spir Excise Commissioner may approve from time to time and only a premises named therein. III. That before depositing or indenting for any spirits to be deposited or under this license, he shall execute a bond in favour of the Commission Excise, Meghalaya, for the payment of duty at the rate imposed under s 21 of the Act on all foreign liquor and spirits imported, transported foreign liquor and spirit deposited or kept by him to the said Warehouse. IV. That he shall give to the Collector seven days clear notice of the probabl of arrival and the approximate quantity in bulk litres of such consignme foreign liquor and spirits imported or transported under bond for dep the said Warehouse. V. That he shall attend either personally or by his duly authorized agent at the time of arrival of the foreign liquor or other spirits and that he shall remain in attendance till the foreign liquor or spirits have been gauged and proved, i necessary, sampled. VI. That he shall provide, site, Building, Vats and other apparatus to the satisfaction of the Excise Commissioner. VII. That he shall bear the cost of the Excise establishment as may be fixed by the Excise Commissioner for supervision of the working of the Bondec Warehouse and shall provide suitable rent-free accommodation for them to the satisfaction of the Excise Commissioner. VIII. That he shall kept regular and accurate daily accounts in such form as may be prescribed by the Excise Commissioner of all foreign liquor and spirit: received into and issued from Warehouse. IX. That he shall pay on Demand, for all foreign liquor and spirits deposited and stored therein, the duty at the prescribed rate or rates. X. That he shall permit any Excise Officer of or above the rank of Inspector o Excise to have at all hours free access to the Bonded Warehouse place: appertaining thereto and that on demand by any such officer he shall product for inerection his account of deposits and issues of foreign liquors and spirits. XI. That when required by any Excise officer of or above the rank of Inspector o Excise he shall assist him by sufficient number of employees in taking accounts of his stock and for gauging</p>
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XIV. (i) That all members of the executive and ministerial staff of the Bonded Warehouse shall be citizen of India.  
(ii) That the lists of all appointments with necessary particulars of employees other than labourer and menials, shall, from time to time, be submitted to Government through the Commissioner of Excise, for their information onco at least in every six months. In cases of labourers and menials, it shall be sufficient to submit once a year the statistics of their number, rate of wages and their native districts only.

XV. That the licensee shall be bound to maintain such minimum stock foreign liquors and spirits in the Bonded Warehouse as may, from time t time be fixed by the Excise Commissioner.

XVI. That the licensee shall not be permitted to issue foreign liquors or spirit from the Bonded Warehouse to the vendors of foreign liquor and pass holders unless he has taken out a license.

XVII. That as security for fulfillment of these conditions, the licensee sha deposit with the collector of the district a sum of Rs. 5,000/- (Rupees five thousand) only and shall execute a hypothecation deed pledging th Bonded Warehouse premises all apparatus and utensils employed in th working of the Warehouse for the due discharge of all payments whici may become due to Government of Meghalaya, provided that th Government of Meghalaya shall not undertake to arrange for the sale o any of the foreign liquors and spirits in the Warehouse.

XVIII. That the licensee shall not be entitled to any compensation for cancellation of his license and abolition of the Bonded Warehouse as a result of am policy of Government or any other reasons.

XIX. That infraction of any of the above conditions or of any of the provisions o Meghalaya Excise Act, 1910, as amended from time to time or any of the notifications published or rules made thereunder so far as they are applicable to this license shall subject to the holder of this license t forfeiture of this license and the security deposit mentioned in the clause XVII of this license as well as to all or any of the penalties prescribed by law or rules.

The 24 Jun, 2025

**Pravin Bakshi, IAS**  
Commissioner

Received the above license No. 129302038825(Wholesale) issued on 24 Jun, 2025 by the **Pravin Bakshi, IAS , Commissioner**.



Licensee

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