

Unregistered / Registered (Strike out whichever is not applicable)

Classification No. Registration No.

Form No. 2

(See rules 4, 6, 7, 8 and 13)

Application for Registration and Grant or Renewal of Licence and Notice of Occupation specified in sections 6 and 7 of the Factories Act, 1948.
(To be submitted in duplicate)

1. (a) Full name of the factory
- (b) Previous name of the factory
(if different from the present name)
2. (a) Situation of the factory :
Address
- Post Office Telegraph Office
- District Sub-divisional Headquarters
- Police Station
- (b) Address of the Registered Office/Head Office
3. Address to which communications relating to the factory may be sent
4. Name and residential address of the owner of the premises occupied as a factory
5. Nature of the manufacturing process/processes :
(a) Carried on in the factory during the preceding
twelve months (if the factory was then in existence
- (b) To be Carried on in the factory during the next
twelve months
6. Name, Age, Father's/Husband's name, present and
permanent residential address with P.S. of the
manager for the purpose of the Factories Act :
Name Age
- Father's/Husband's Name
- Present Address
- P.S.
- Permanent Address
- P.S.
7. Name, Father's/Husband's name and residential address of Directors/Partners/proprietor :
(a) Directors in case of company
- (b) Partners/Proprietor
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- (Enclose separate sheet if necessary)
8. Name, age, Father's/Husband's name, present and permanent
Residential address with P.S. of the Occupier as per provisions
of Section 2(n) of the Act (a) Director in case of a company,
(b) Partner in case of a firm or (c) Proprietor
Name in full Age
- Father's/Husband's Name
- Present Address
- P.S.

- Permanent Address
 P.S.
9. (a) Nature and total amount of power installed or proposed to be installed (Total rated H.P. In all cases except electricity generating station)
- (b) In case of change in power installed state the date of change
- (c) Total generating capacity in KW (in case of generating station)
10. Maximum number of workers (including staff, officers, contract labours etc.) likely to be employed in the factory on any day during the next twelve months :
- (i) Men (ii) Women
- (iii) Adolescents (over 15 but under 18 years of age) :
- (a) Male (b) Female
- (iv) Children (over 14 but under 15 years of age) :
- (a) Male (b) Female
- Total :
11. (a) Maximum number of workers (including staff officers, contract labours etc.) employed in the factory on any day during the previous twelve months
- (b) In case of change in number of workers, state the date of change
12. In case of a factory constructed or extended or taken into use after the date of commencement of the Rules—
- (a) Reference number and date of approval of plans by the State Government / Chief Inspector
- (b) Reference number and date of approval of the arrangements, if any, made for disposal of trade waste and effluents
13. Amount of fee/renewal fee Rs. (Rupees Paid in Treasury/Bank on (vide Challan No. Date enclosed) for the year/years ending 31st December, 20
14. In case of registered factories, number and date of issue of original licence :
- (a) Licence No. (b) Date of issue

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Signature of Manager
 (Full name of the Manager in
 Block Letters should be stated)

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Signature of the Occupier
 (Full name of the Occupier in
 Block Letters should be stated)

- Note : (i) 'Occupier' of a factory means the persons who has ultimate control over the affairs of the factory, as defined under the provisions of section 2(n) of the Factories Act, 1948 as Amended by the Factories (Amendment) Act, 1987.
- (ii) This Form should be completed in ink, block letters or typed, clearly and legibly and submitted to the Chief Inspector of Factories, accompanied by the Licence and original Treasury Challan.
- (iii) Information not included above may be submitted in separate sheets, if necessary.