

**GOVERNMENT OF DELHI**  
**OFFICE OF THE COMMISSIONER OF INDUSTRIES**  
**CPO BUILDING, KASHMERE GATE, DELHI - 110 006**

**APPLICATION FORM FOR PROVISIONAL REGISTRATION AS**  
**SMALL SCALE INDUSTRIES**  
**(TO BE FILLED IN DUPLICATE)**

**INSTRUCTIONS**

1. Write/type in block (capital) letters.
2. Fill up whichever is applicable
3. Use English alphabets/Arabic numbers while filling up blocks (to help computerisation).  
Leave one blank after each word.
4. While filling the form, use the following procedure :
  - (i) Name of unit e.g. KAMAL ENTERPRISES / G.K. ENTERPRISES

K	A	M	A	L	E	N	T	E	R	P	R	I	S	E	S						
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G		K		E	N	T	E	R	P	R	I	S	E	S							
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(ii) Pin Code : e.g. 110041 

1	1	0	0	4	1
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(iii) Date : e.g. 23rd June 1959 

2	3	0	6	5	9
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(iv) Quantity (kg) e.g. 90 kg. 

0	0	0	0	9	0
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(v) Amount (Rs. in thousands) e.g. Rs. 5000/- 

0	0	0	0	5
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(v) Fill up appropriate codes in the block wherever applicable.

Example 1 : Yes - 1, No. - 2, NA-3. 3

If NA fill up-3

Example 2 : Category : SSI-1, Anc-2



Tiny-3, SSSBE-4,

EOU-5

If Tiny fill up-3

5. Block/boxes marked (\*) are to be filled by office

6. Applicant should sign all copies

#### **Abbreviations used :**

SSI : Small Scale Industries, ANC : Ancillary Industrial undertaking, SSSBE : Small Scale Service and Business Enterprises, TINY : Tiny enterprises, EOU : Export Oriented Unit, NA Not applicable.



## 7. Main items of manufacture/activities.

(i) Name

Code :\*

(ii) Name

Code:

(iii) Name

Code:\*

(iv) Name

Code:

(v) Name

Code:\*

8. Investment in Fixed assets (Rs. in '000)

(i) Land

(ii) Building

(iii) Plant and Machinery

(iv) Other fixed assets [ ] [ ] [ ] [ ] [ ]

**TOTAL**

9. Investment in Plant and Machinery  
(original value Rs. in '000) [5 boxes]

Note : Should exclude items whose value is not taken into account while computing the investment, Please enclose project profile in case value of investment in Plant and Machinery exceeds Rs. 40 lacs.

10. Power Load H.P

(1 H.P. = 0.795 K.W.) K.W.

11. Employment

(i) Management & Office Staff

(ii) Supervisory and Workers

12. Date of commencement of production  
(estimated)

Signature of Applicant (Authorised Person)

Date :

Name of proprietor/partner/managing director

Application No.

NIC Code

Block Code

District Code

State Code

Location of Unit

(Conforming -1, Non-conforming-2)

Whether the items of manufacture/activity require an industrial licence. Yes-1, No.-2

(no industrial licence is required for items listed in Schedule II of the licencing notification dated 25.7.1991 if the unit employs less than 50/100 workers with/without power)

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**PROVISIONAL REGISTRATION**

The application is accepted for Provisional Registration as a SSI/SSSBE Unit for the manufacture of items/activities as stated in the application form.

Provisional Registration No. :

<input type="text"/>							
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Date of Issue :

<input type="text"/>					
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Category of unit (S. No. 3)

Singnature

Name & designation of Registering Authority

1. The endrosed application form is a part of the certificate of registration.
2. The provisional registration is valid for a period of five years from the date of issue.
3. The provisional registration will automatically lapse at the end of the validity period or the date of commencement of production, whichever is earlier.
4. If an applicant/unit unable to set up the unit within the validity period, the applicant/unit has the option to apply afresh for provisional registration using standard procedure.
5. The provisional registration is given to enable the unit to obtain all facilities/clearance etc. required in the pre-production stage.
6. The provisional registration is subjected to any or all conditions that may be imposed by the Registering Authority.