



**Provided as a service for
SilpaSathi Portal : the
revamped Single Window
Portal for the State of West
Bengal.**

*Sarai License :
Personnel and
Administrative
Reforms & E-
Governance*

Service Manual for users

National Informatics Centre (NIC)

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Introduction

This document is intended to serve as a User Manual for grant of “**Sarai License**” service from the Personnel and Administrative Reforms & E-Governance. The provision of service is accessed through SilpaSathi portal. This document has been designed as a user-friendly guide to assist applicants in filling their application forms. It will help them to familiarise with the entire procedure in a seamless manner.

Silpasathi portal is the revamped State Single Window Portal for the businessmen and entrepreneurs of West Bengal. Single Window Services can be accessed through an EODB-Online Single Window Portal using IT-enabled devices which includes desktop PCs and laptops. Silpa Sathi is a dedicated set up in West Bengal Industrial Development Corporation Ltd. (WBIDCL) to facilitate investors in obtaining services required for setting up and operate business in the State in smooth and time bound manner.

Salient Features of Silpasathi Portal:

- The Single Window Portal allows seamless integration with portals of different government departments thereby eliminating the need to fill forms multiple times, ensuring time-bound clearance, as well as ensuring single login credential for all applications.
- It serves as a digital gateway for providing the necessary statutory compliances under the applicable Acts, Rules, Policies and Schemes of the Govt of West Bengal.
- Business Entrepreneurs can get certificates and licences required for setting up and operating business in the State in a smooth and time-bound manner, without the need to visit any government department or office.

About the Service

The **Sarai license** by *Personnel and Administrative Reforms & E-Governance* is issued by the Government of West Bengal and is valid for a limited period of time. The license allows the holder to use the Sarai for the purpose of rest and relaxation. The license is issued to individuals/agencies who are associated with hotelier business and tourist accommodation. The license assists the hotel industry and tourism industry entrepreneurs in ensuring customer satisfaction, healthy food and proper accommodation. The license is free of cost and is issued on a first-come, first-served basis.

Checklist of Documents

The applicant is required to withhold the following documents in order to apply for the service:

- *Land Deed/ Lease Deed of the land*
- *Parcha of the land*
- *Conversion Certificate of Land*
- *Khajna in r/o the plot(s)*
- *Trade License*
- *Plan approved by Gram Panchayat Authority*
- *Food Licence (FSSAI) issued by Health Department, Govt. of W.B.*
- *Pollution Certificate (Consent to Establish and Consent to Operate) issued by the General Manger, District Industry Centre, Govt. of W. B. on behalf of Pollution Control Board, Govt. of W. B.*
- *Excise License, if bar*

- *Fire Safety Certificate*
- *Profession Tax*
- *Goods & Services Tax Return*
- *Latest Electricity Bill*
- *Affidavit*
- *Income Tax Return*
- *Character Certificate of the Keeper of Sarai*
- *EPIC/ PAN/ Other document of the applicant*

Timeline (WBRTPS)

Sarai license by Personnel and Administrative Reforms & E-Governance is provided within 90 days from the date of submission of application.

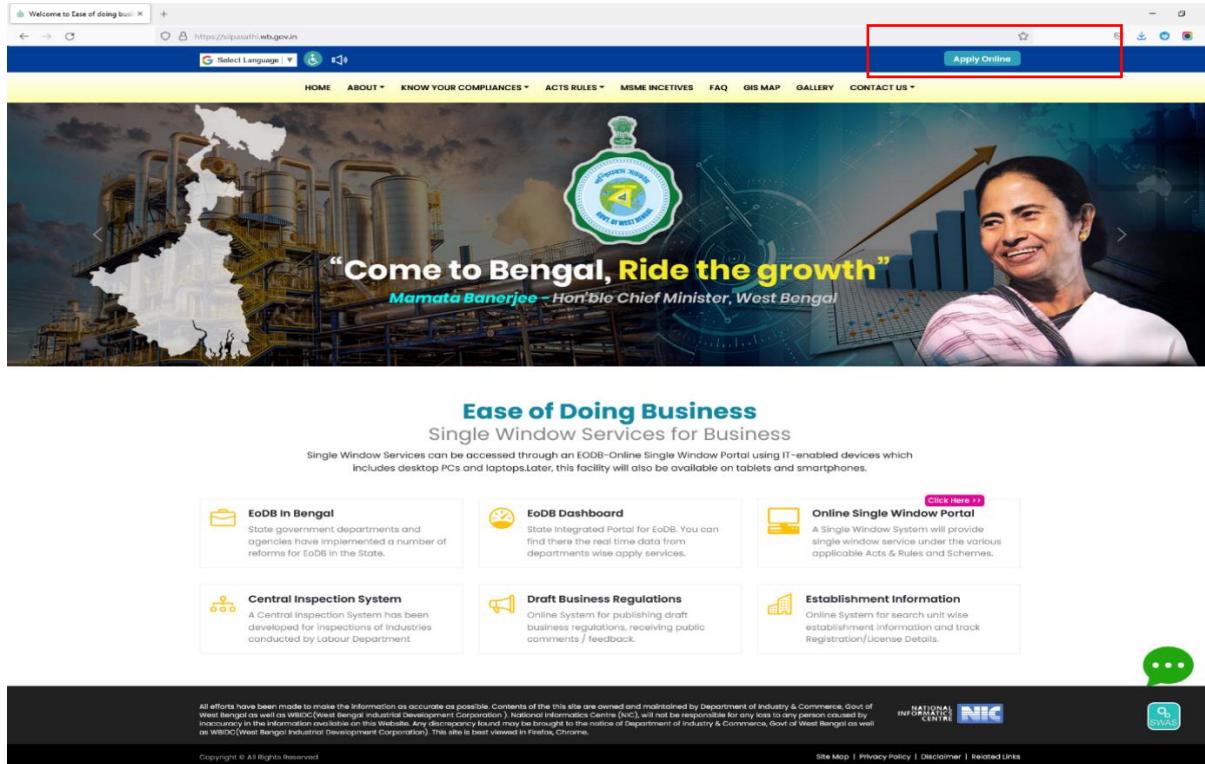
Field Instructions

| Sl. No. | Field Name | Instructions |
|---------|------------------|---|
| 1. | Applicant Name | Enter Name of the applicant |
| 2. | Designation | Occupation of the applicant/ position held |
| 3. | Mobile Number | Enter Contact Details/phone number |
| 4. | Email id | Enter email id |
| 5. | Application for | Name of the agency/industry |
| 5. | Application Type | Government/Non-Government/ |
| 6. | Address | Address details with district, state, city, pincode |

Application Process

User Registration

In order to complete the user registration, the applicant has to log on to [www.silpasathi.wb.gov.in](http://silpasathi.wb.gov.in) and click on 'Apply online' button.

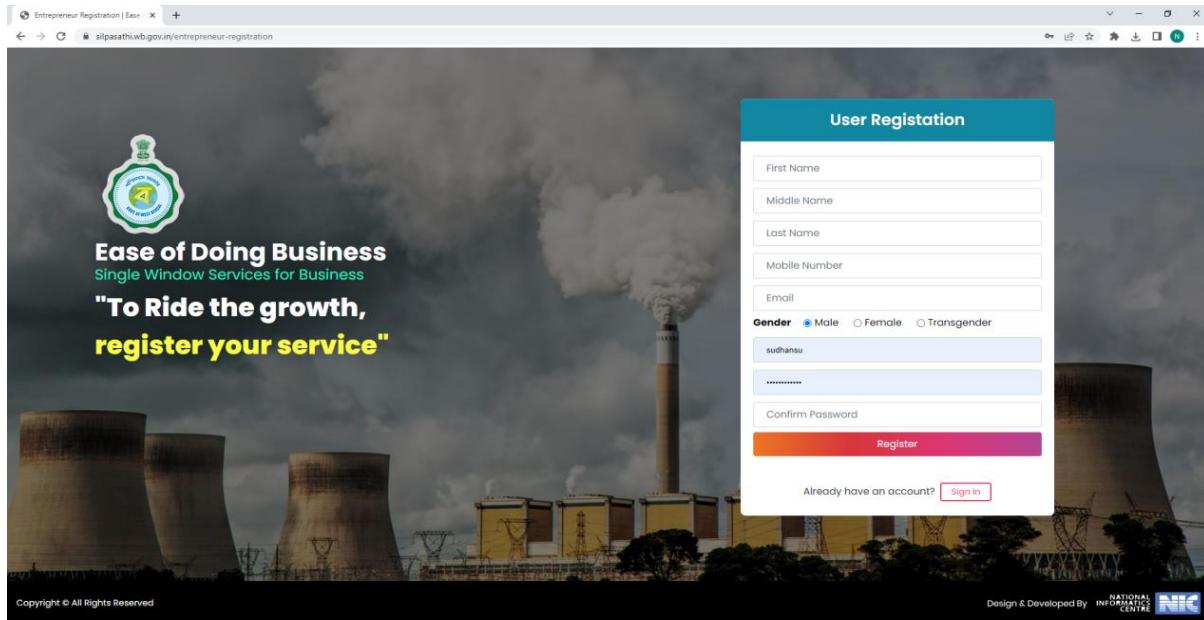


The applicant has to perform Udyam Registration before starting the application process.

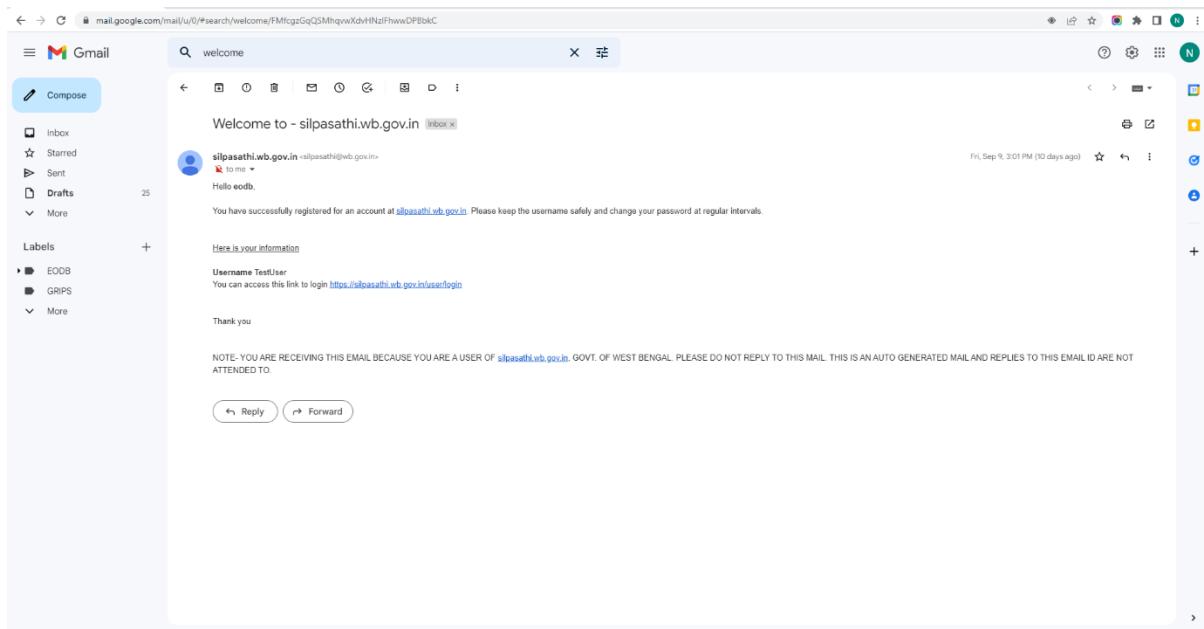
SilpaSathi portal can fill in the username and password and login to the SilpaSathi portal. Before proceeding for Registration page. The 'User Registration' window will appear with the relevant fields that the applicant needs to fill accurately and click on 'Register' as shown by the below screenshot. In case the applicant already has an account, click on the 'Sign In' button and login using valid User ID, password and Captcha.

Applicant Log-in: The applicant needs to click on the check box of 'I Agree and Understand the Process described' on the bottom left and 'Proceed for Registration' button on the bottom right.

A sign-up window appears on the screen. The user has to select 'Create New' if he is a new user. An already registered user in



Applicants will receive email confirmation after registering into the single window portal. Please refer to the screenshot below:



Applicants will now be directed to the user dashboard for completing the further procedures. The following screenshots below illustrate the same.

Welcome on Board

System Guided Assistance Through Wizard Self Assisted Service Single Window Licenses for Your Business

| SL NO. | DEPARTMENT NAME | DETAILS |
|--------|------------------------------------|-------------|
| 1 | Labour | SOP Details |
| 2 | WBPCB (Environment) | SOP Details |
| 3 | WBIDC (IC & E) | SOP Details |
| 4 | WBSDCL (MSME & T) | SOP Details |
| 5 | WBIDC (IC & E) | SOP Details |
| 6 | WBIDC (IT & E) | SOP Details |
| 7 | L & LR and RR & R | SOP Details |
| 8 | Dte. Of Commercial Taxes (Finance) | SOP Details |
| 9 | Dte. Of Excise (Finance) | SOP Details |
| 10 | UD & MA | SOP Details |
| 11 | KMC | SOP Details |
| 12 | P & RD | SOP Details |
| 13 | Fire and ES | SOP Details |
| 14 | WBSCCB (Retails) | SOP Details |

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The applicant has to click on 'ALL SERVICES' to view the list of all services mapped with their corresponding departments.

Select The Required Service(s)

System Guided Assistance Through Wizard Self Assisted Service

| DEPARTMENT NAME | SERVICE NAME |
|--|--|
| Dte. Of Commercial Taxes - Finance | Enrollment under Profession Tax |
| Dte. Of Commercial Taxes - Finance | Registration under Professional Tax |
| Dte. Of Excise - Finance | Brand and Label Registration under State Excise and renewal |
| Dte. Of Excise - Finance | Excise verification certificate |
| Dte. Of Excise - Finance | License under State Excise for local sales, import and export permit of Spirit and Indian-made foreign liquor (IMFL) |
| Dte. Of Legal Metrology - Consumer Affairs | License as Dealer of Weights and Measures under the Legal Metrology Act |
| Dte. Of Legal Metrology - Consumer Affairs | License as Manufacturer of Weights and Measures under the Legal Metrology Act |
| Dte. Of Legal Metrology - Consumer Affairs | License as Repairers of Weights and Measures under the Legal Metrology Act |
| Dte. Of Legal Metrology - Consumer Affairs | Registration of Manufacturer / Packer under the Legal Metrology Act |
| Fire and ES | Fire Safety Certificate |

Showing 1 to 10 of 50 entries Previous 1 2 3 4 5 Next Create CAF

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Once done, a list of services will appear. Applicants need to click on the checkbox adjacent to the service named '**Personnel and Administrative Reforms & E-Governance – P&AR & E-Gov**'

The required service has been selected.

Select The Required Service(s)

System Guided Assistance Through Wizard

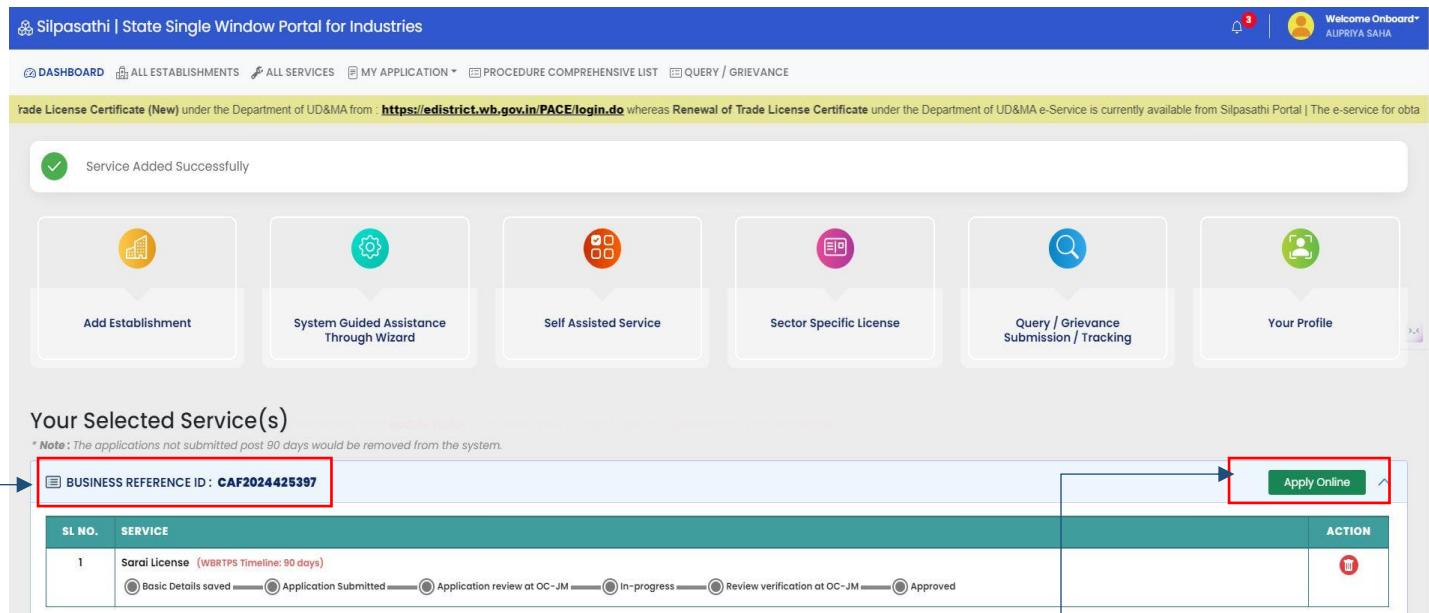
| DEPARTMENT/DIRECTORATE/DISTRICT ADMINISTRATION |
|--|
| Personnel and Administrative Reforms & E-Governance - P&AR & E-GOV |

Showing 1 to 1 of 1 entries (filtered from 118 total entries) Previous 1 Next Create CAF

After selecting the service 'Personnel & Administrative Reforms – P&AR', the applicant has to click on 'Create CAF'. Applicant's CAF ID will be created. The unique CAF ID is referred to as the common application form.

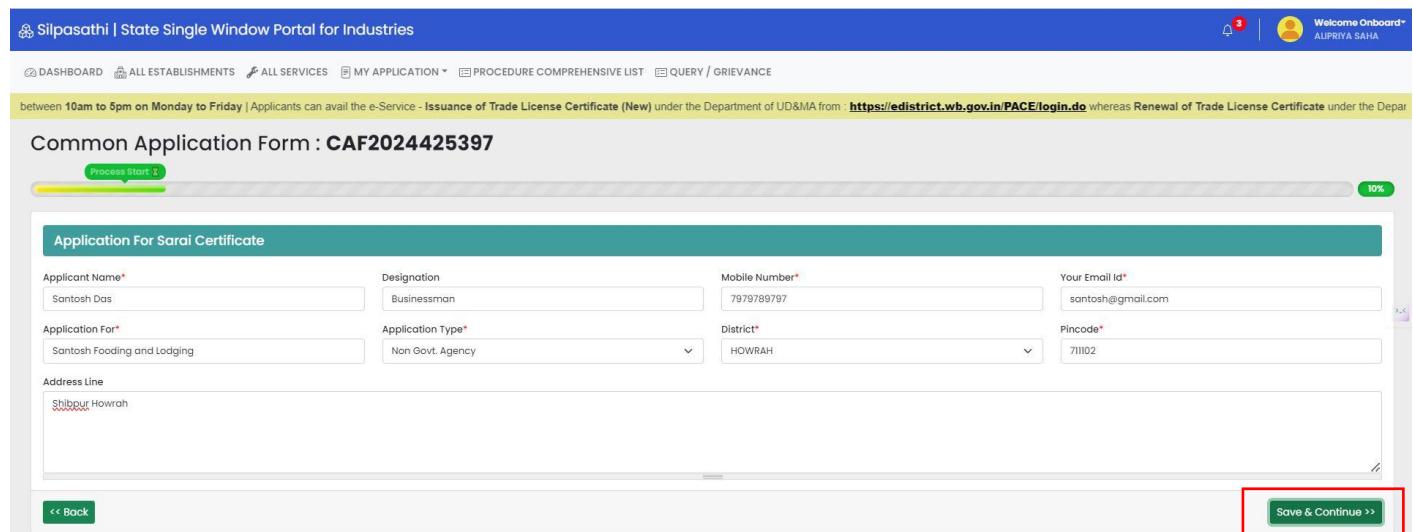
Application Submission in SilpaSathi

CAF ID is generated.



The screenshot shows the SilpaSathi portal interface. At the top, there is a navigation bar with links for DASHBOARD, ALL ESTABLISHMENTS, ALL SERVICES, MY APPLICATION, PROCEDURE COMPREHENSIVE LIST, and QUERY / GRIEVANCE. A welcome message for 'ALIPRIYA SAHA' is displayed. A green box highlights the message 'Service Added Successfully'. Below the navigation, a note states: 'Trade License Certificate (New) under the Department of UD&MA from <https://edistrict.wb.gov.in/PACE/login.do> whereas Renewal of Trade License Certificate under the Department of UD&MA e-Service is currently available from Silpasathi Portal | The e-service for obtai'. The main content area shows a grid of service icons: Add Establishment (yellow building), System Guided Assistance Through Wizard (blue gear), Self Assisted Service (red document), Sector Specific License (purple document), Query / Grievance Submission / Tracking (blue magnifying glass), and Your Profile (green person icon). Below this, a section titled 'Your Selected Service(s)' shows a table with one row for 'Sarai License'. The table has columns for SL NO., SERVICE, and ACTION. The service row shows: SL NO. 1, SERVICE Sarai License (WBRTPS Timeline: 90 days), and ACTION (trash icon). A note says: 'Note : The applications not submitted post 90 days would be removed from the system.' A red box highlights the 'BUSINESS REFERENCE ID: CAF2024425397' and the 'Apply Online' button, which is also highlighted with a red box. A green box at the bottom right says 'Click on 'Apply online' to proceed with the application.'

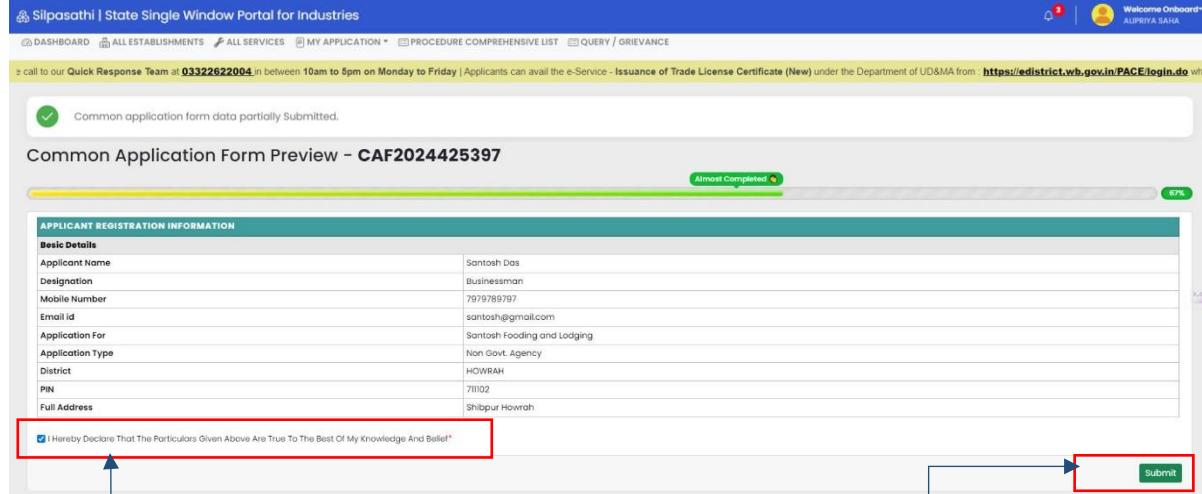
After clicking on 'Apply Online' option, the applicant shall be redirected to the main application form. The applicant will have to fill in the required details and review the application form. Upon completion of the process the applicant clicks on the 'Submit' button for final submission of the application. Please refer to the screenshots below for detailed illustrations.



The screenshot shows the 'Application For Sarai Certificate' form. At the top, there is a progress bar with 'Process Start 1' and '100%'. The form fields include: Applicant Name* (Santosh Das), Designation (Businessman), Mobile Number* (7979789797), Your Email Id* (santosh@gmail.com). Application For* (Santosh Fooding and Lodging), Application Type* (Non Govt. Agency), District* (HOWRAH), Pincode* (711012). Address Line (Shibpur Howrah). At the bottom right, a red box highlights the 'Save & Continue >>' button.

The applicant shall review the filled in application form and proceed for final submission of application. Once reviewed, the applicant shall also be required to click on the Declaration checkbox on the bottom left of the application page before proceeding to '[Submit](#)' button, as illustrated in the screenshots above.

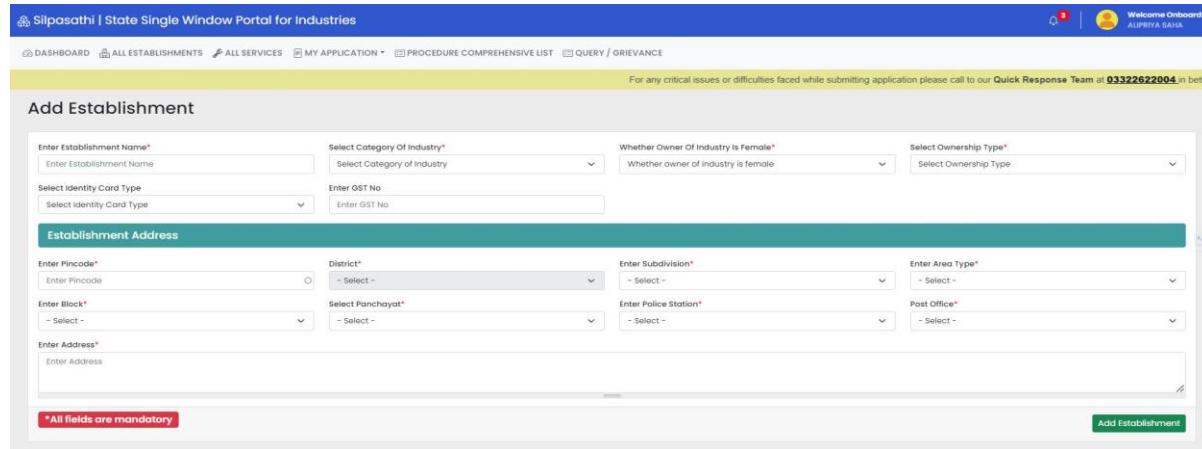
Click on 'Submit' option to submit final application



Final declaration before submission

Final submission of application

Please note: Prior to filling the application form for the service, the user is required to enter his establishment details. The screenshot below provides an illustration.

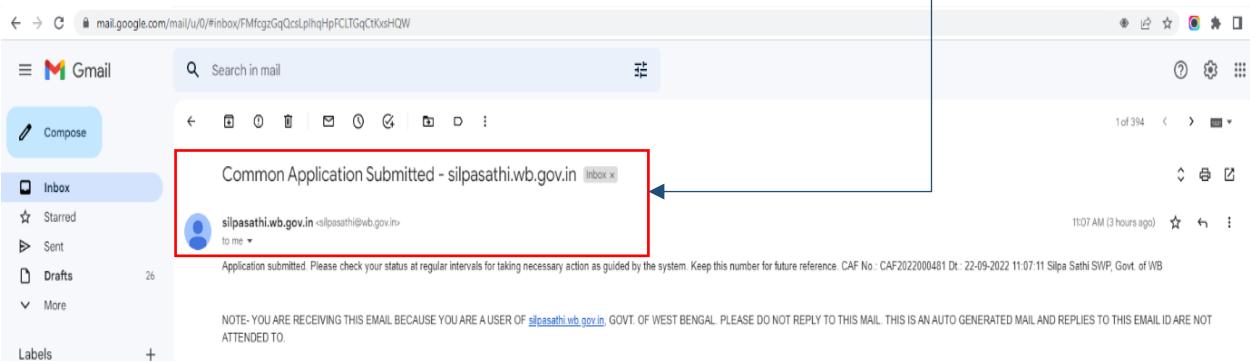
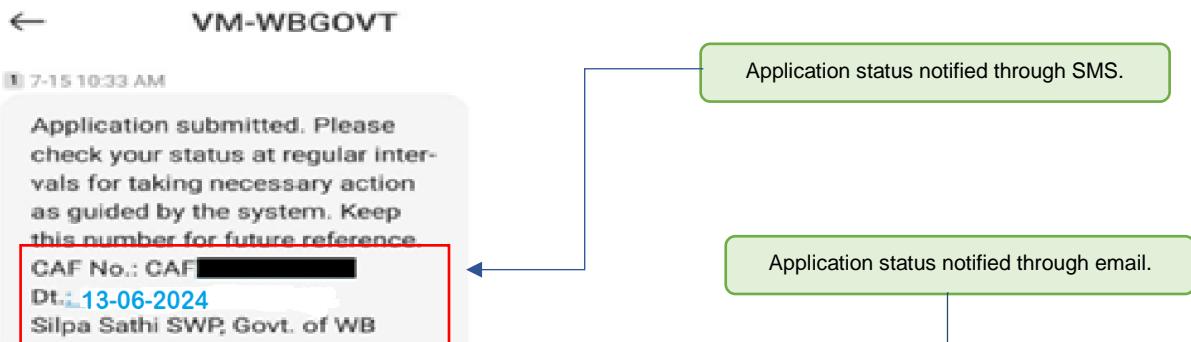


The establishment section shall appear before proceeding with the main application form. The applicant has to correctly fill the necessary details as mandated in the form. After final submission of application, the user shall be able to view the updated status of his application in the user dashboard.

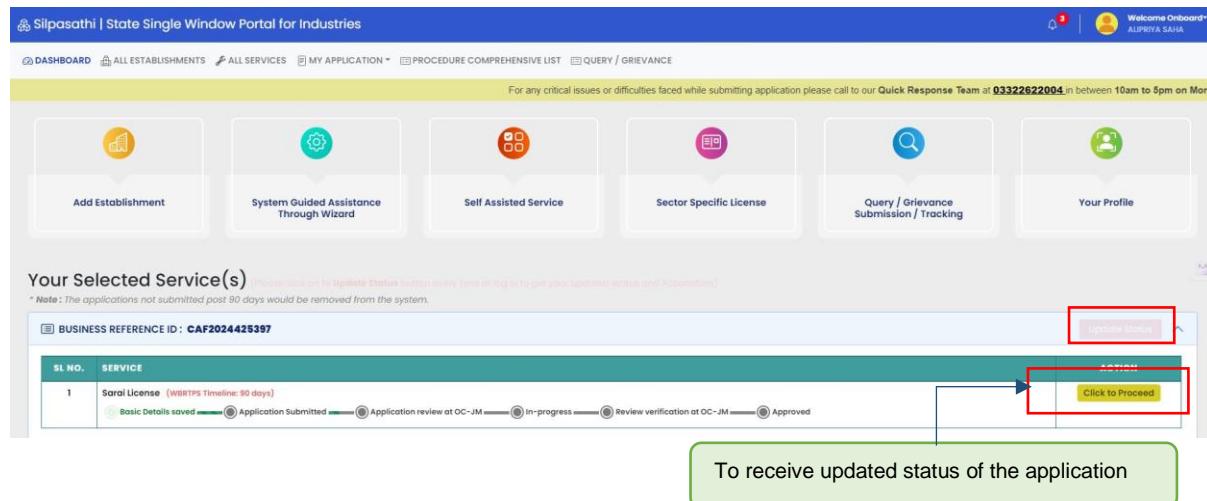


| NAME OF THE SERVICES | STATUS TITLE | CURRENT STATUS | ACTION TAKEN DATE |
|----------------------|------------------------------|----------------|-------------------|
| Sarai License | Basic Details saved | Completed | 13/06/2024 |
| | Application Submitted | Pending | |
| | Application review at OC-JM | Pending | |
| | In-progress | Pending | |
| | Review verification at OC-JM | Pending | |
| | Approved | Pending | |

The applicant /user shall be notified via SMS and email on his registered phone number and email id respectively. The applicant receives notifications at different stages of the application - application submission, application approval or rejection.



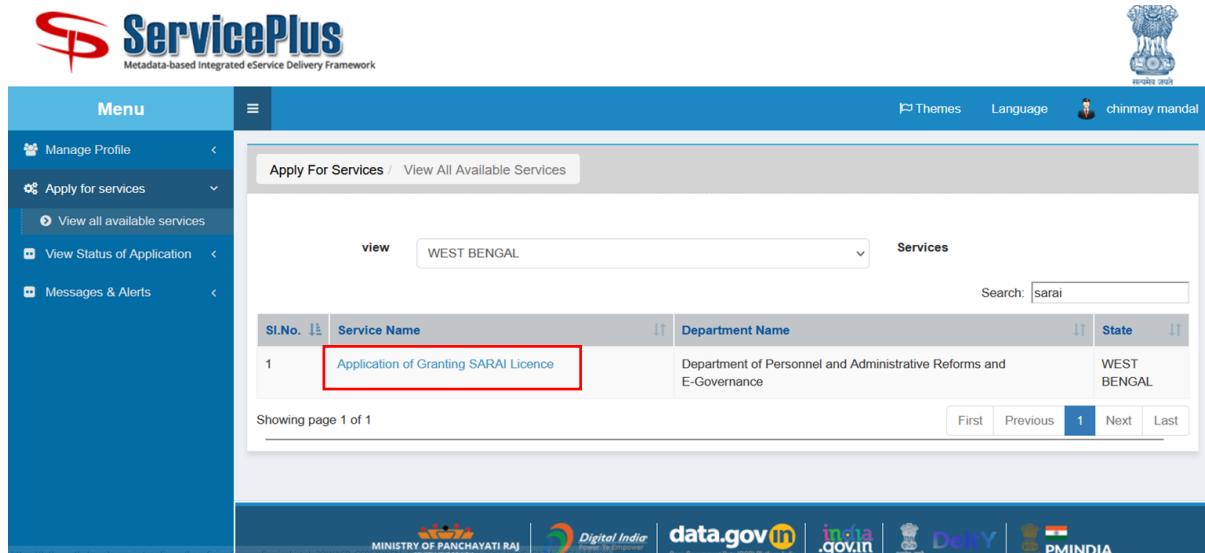
The applicant/user can move to the SilpaSathi dashboard now as illustrated below. He can now click on '[Click to Proceed](#)' button and he will be further redirected to the official website of **Tathyasathi** (<https://tathyasathi.bangla.gov.in/>). Refer to the screenshots below detailed understanding.



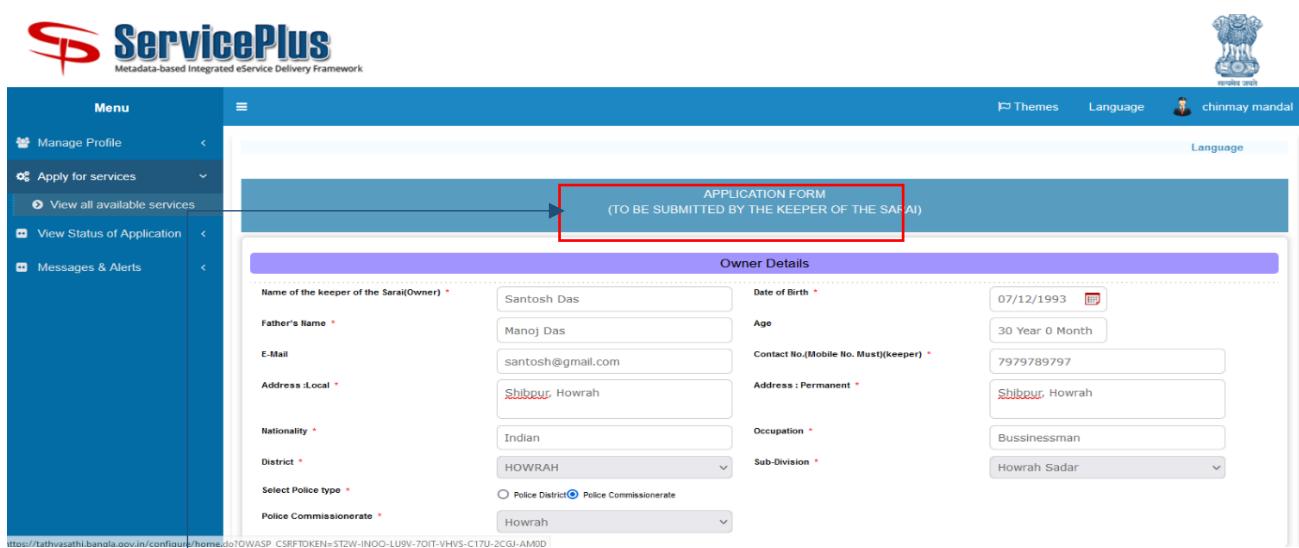
The applicant is required to click on '[Update Status](#)' frequently to view the updated status of the application. The applicant is now redirected to the official website of **Tathyasathi** as per the following screenshots.

Submission of Departmental Application form

The applicant will now have to fill the relevant document details related to Owner Details, Sarai details, Room Details, etc. The related screenshots have been added below:



The screenshot shows the ServicePlus application interface. The left sidebar has a 'Menu' section with 'Manage Profile', 'Apply for services' (selected), 'View all available services', 'View Status of Application', and 'Messages & Alerts'. The main content area shows a search bar with 'view' and 'WEST BENGAL'. Below it is a table with columns 'Sl.No.', 'Service Name', 'Department Name', and 'State'. The first row in the table is highlighted with a red box and contains the text 'Application of Granting SARAI Licence', 'Department of Personnel and Administrative Reforms and E-Governance', and 'WEST BENGAL'. At the bottom of the table, there are navigation buttons: 'First', 'Previous', '1' (selected), 'Next', and 'Last'. The footer contains links to various Indian government and digital platforms.



The screenshot shows the 'APPLICATION FORM (TO BE SUBMITTED BY THE KEEPER OF THE SARAI)' page. The left sidebar is identical to the previous screenshot. The main content area is titled 'APPLICATION FORM (TO BE SUBMITTED BY THE KEEPER OF THE SARAI)'. Below this is a section titled 'Owner Details' with various input fields. A green box at the bottom left of the page contains the text 'Fill application details in the form.'.

Sarai Details

| | | | |
|---|---|--|---|
| Name of Sarai * | Santosh Fooding and Lodging | Contact No.(Mobile No. Must)(sarai) | 7979789797 |
| Address * | Shibpur, Howrah | | |
| What is the area of accommodation inside the proposed establishment? * | 1200 | | |
| Is the floor cemented and pucca? * | <input checked="" type="radio"/> yes <input type="radio"/> no | Are the walls strong and white-washed? * | <input checked="" type="radio"/> yes <input type="radio"/> no |
| Is there a separate kitchen in the proposed establishment? * | <input checked="" type="radio"/> yes <input type="radio"/> no | Whether the applicant is ready to abide by all the other provisions of the Sarai Act, 1967 and the Bengal Sarai Regulations, 1931? * | <input checked="" type="radio"/> yes <input type="radio"/> no |
| Whether applicant is ready to perform the duties of a Sarai Keeper as prescribed by Sec. 7 of the Sarai Act, 1967. * | <input checked="" type="radio"/> yes <input type="radio"/> no | Do you ever apply before for a licence for Hotel/Guest House? * | <input checked="" type="radio"/> yes, attach result of such application <input type="radio"/> no |
| Do you propose to play music, vocal or instrumental including gramophone or Radio Sets and TV inside your proposed establishment? * | <input checked="" type="radio"/> yes <input type="radio"/> no | Were you ever accused of or convicted on a criminal charge? If so, please give details. * | <input checked="" type="radio"/> yes, please give details <input type="radio"/> no |
| Whether the premise is a * | <input checked="" type="radio"/> residential building <input type="radio"/> commercial building | The date from which the establishment is running? * | 02/05/2023 <input type="date"/> |
| Whether any generator is used? If yes, capacity of energy to be mentioned. * | <input checked="" type="radio"/> yes <input type="radio"/> no | If you are not owner of the premises, have you been permitted by the land lord to run the proposed establishment there? * | <input checked="" type="radio"/> yes, attach the consent letter of the land lord <input type="radio"/> no |
| capacity of generator * | 320 | | |

Room Details

| Class | Room Count | No. of bed per room | charge per room(rs) | Off Season Discount(%) |
|-------|------------|---------------------|---------------------|------------------------|
| A | 20 | 10 | 320 | 10 |

Declaration

I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief.

I Agree *

Additional Details

Apply to the Office *

Office of the District Magistrate(DISTRICT- HOWRAH) - Rural/Urban

Draft
Submit
Close
Reset

The applicant is required to fill the details correctly and upload the necessary documents.

Menu

- * Manage Profile
- * Apply for services
- * View all available services
- * View Status of Application
- * Messages & Alerts

Owner Details

| | |
|---|------------------------|
| Application Reference Number: | Draft_AGSL/2023/00021 |
| Name of the keeper of the Sarai(Owner): | Santosh Das |
| Date of Birth: | 07/12/1993 |
| Father's Name: | Manoj Das |
| Age : | 30 Year 0 Month |
| E-Mail : | santosh@gmail.com |
| Contact No.(Mobile No. Must)(keeper): | 7979789797 |
| Address _Local: | Shibpur, Howrah |
| Address _Permanent: | Shibpur, Howrah |
| Nationality: | Indian |
| Occupation: | Businessman |
| District: | HOWRAH |
| Sub-Division: | Howrah Sadar |
| Select Police type: | Police Commissionerate |
| Police Commissionerate: | Howrah |

Sarai Details

| | |
|---|-----------------------------|
| Name of Sarai : | Santosh Fooding and Lodging |
| Contact No.(Mobile No. Must)(sarai): | 7979789797 |
| Address : | Shibpur, Howrah |
| Nature of Licence/Certificate you apply for : | New License |

Establishment:

The date from which the establishment is running? : 02/05/2023

Whether the premise is a : residential building

If you are not owner of the premises, have you been permitted by the land lord to run the proposed establishment there? : no

Whether any generator is used? If yes, capacity of energy to be mentioned. : yes

capacity of generator : 320

Room Details

Room Details

| Class | Room Count | No. of bed per room | charge per room(rs) | Off Season Discount(%) |
|-------|------------|---------------------|---------------------|------------------------|
| A | 20 | 10 | 320 | 10 |

Declaration

I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief.

I Agree : Yes

Additional Details

Apply to the Office

Office of the District Magistrate(DISTRICT- HOWRAH) - Rural/Urban

Edit
Attach Annexure
Cancel
Print
Export to PDF
Click here to initiate new application

Upload necessary documents

| ATTACH ENCLOSURE(S) | | |
|---|---|---|
| Enclosure(s): | Enclosure Document * | File/Reference * |
| Land Deed/ Lease Deed of the land * | Land Deed/ Lease Deed of the land | Browse... AGSL_2023_00014 (2).pdf Scan |
| Parcha of the land * | Land document (Parcha) | Browse... AGSL_2023_00014 (2).pdf Scan |
| Conversion Certificate of Land * | Conversion Certificate of Land | Browse... AGSL_2023_00014 (2).pdf Scan |
| Khajna in r/o the plot(s) * | Khajna in r/o the plot(s) | Browse... AGSL_2023_00014 (2).pdf Scan |
| Trade License * | Trade License | Browse... AGSL_2023_00015.pdf Scan |
| Plan approved by Gram Panchayat Authority * | Plan approved by Gram Panchayat Authority | Browse... AGSL_2023_00015.pdf Scan |
| Food Licence (FSSAI) issued by Health Department, Govt. of W.B. * | Food Licence (FSSAI) issued by Health Department, Govt. of W.B. | Browse... AGSL_2023_00018.pdf Scan |

| Type of Document * | Document Format | File/Reference * |
|--|--|---|
| Fire Safety Certificate * | Fire Safety Certificate | Browse... AGSL_2023_00014.pdf Scan |
| Profession Tax * | Profession Tax | Browse... AGSL_2023_00014 (2).pdf Scan |
| Goods & Services Tax Return * | Goods & Services Tax Return | Browse... AGSL_2023_00018.pdf Scan |
| Latest Electricity Bill * | Latest Electricity Bill | Browse... AGSL_2023_00018.pdf Scan |
| Income Tax Return * | Income Tax Return | Browse... AGSL_2023_00014.pdf Scan |
| Affidavit * | Affidavit | Browse... AGSL_2023_00018.pdf Scan |
| Character Certificate of the Keeper of Sarai * | Character Certificate of the Keeper of Sarai | Browse... AGSL_2023_00015.pdf Scan |
| EPIC/ PAN/ Other document of the applicant * | EPIC/ PAN/ Other document of the applicant | Browse... AGSL_2023_00014 (2).pdf Scan |

Checklist of documents

Save Annexure Cancel Back

The highlighted portions have the significant checklist of documents to be uploaded by the applicant.

Annexure List

| | |
|--|--|
| 1) Land Deed/ Lease Deed of the land | Land Deed/ Lease Deed of the land |
| 2) Parcha of the land | Parcha |
| 3) Conversion Certificate of Land | Conversion Certificate of Land |
| 4) Khajna in to the plot(s) | Khajna in to the plots |
| 5) Trade License | Trade License |
| 6) Plan approved by Gram Panchayat Authority | Plan approved by Gram Panchayat Authority |
| 7) Food Licence (FSSAI) issued by Health Department, Govt. of W.B. | Food Licence (FSSAI) issued by Health Department, Govt. of W.B. |
| 8) Pollution Certificate (Consent to Establish and Consent to Operate) | Pollution Certificate (Consent to Establish and Consent to Operate) issued by the General Manager, District Industry Centre, Govt. of W.B. on behalf of Pollution Control Board, Govt. of W.B. |
| 9) Excise Licence, if bar | Excise Licence, if bar |
| 10) Fire Safety Certificate | Fire Safety Certificate |
| 11) Profession Tax | Profession Tax |
| 12) Goods & Services Tax Return | Goods & Services Tax Return |
| 13) Latest Electricity Bill | Latest Electricity Bill |
| 14) Income Tax Return | Income Tax Return |
| 15) Affidavit | Affidavit |
| 16) Character Certificate of the Keeper of Sarai | Character Certificate of the Keeper of Sarai |
| 17) EPIC/ PAN/ Other document of the applicant | EPIC/ PAN/ Other document of the applicant |

Additional Details

| | |
|---------------------|---|
| Apply to the Office | Office of the District Magistrate (DISTRICT-HOWRAH) |
|---------------------|---|

Submit Cancel Print Download PDF

Applicant can now finally submit the application

The applicant can view the updated status of his application by clicking on the 'Update Status' button on the SilpaSathi dashboard. The following screenshots provide an illustration on the application status processing as each time the applicant clicks on the 'Update Status' button.

| NAME OF THE SERVICES | STATUS TITLE | CURRENT STATUS | ACTION TAKEN DATE |
|----------------------|------------------------------|----------------|-------------------|
| Sarai License | Basic Details saved | Completed | 13/06/2024 |
| | Application Submitted | Completed | |
| | Application review at OC-JM | Completed | |
| | In-progress | Completed | |
| | Review verification at OC-JM | Pending | |
| | Approved | Pending | |

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES MY APPLICATION PROCEDURE COMPREHENSIVE LIST QUERY / GRIEVANCE

For critical issues or difficulties faced while submitting application

CAF2024425397 - Current Status

| NAME OF THE SERVICES | STATUS TITLE | CURRENT STATUS | ACTION TAKEN DATE |
|----------------------|------------------------------|----------------|-------------------|
| Sarai License | Basic Details saved | Completed | 13/06/2024 |
| | Application Submitted | Completed | |
| | Application review at OC-JM | Completed | |
| | In-progress | Completed | |
| | Review verification at OC-JM | Completed | |
| | Approved | Pending | |

Silpasathi | State Single Window Portal for Industries

Welcome Onboard - ALIPRAYA SAHA

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES MY APPLICATION PROCEDURE COMPREHENSIVE LIST QUERY / GRIEVANCE

For critical issues or difficulties faced while submitting application

CAF2024425397 - Current Status

| NAME OF THE SERVICES | STATUS TITLE | CURRENT STATUS | ACTION TAKEN DATE |
|----------------------|------------------------------|----------------|-------------------|
| Sarai License | Basic Details saved | Completed | 13/06/2024 |
| | Application Submitted | Completed | |
| | Application review at OC-JM | Completed | |
| | In-progress | Completed | |
| | Review verification at OC-JM | Completed | |
| | Approved | Completed | |

The application is now finally approved, and the applicant can now download the generated license after approval. The following screenshot illustrates the same.



Memo No.- OfficeMemo123/JM.

Dated- 06/12/2023

From: The District Magistrate, HOWRAH
To: Santosh Das,
Proprietor of Santosh Fooding and Lodging,
Shibpur, Howrah
Dist- HOWRAH

Sub: Grant of New/ Renewal of SARAI Licence, being Registration No. AGSL/2023/00016 of the Financial Year - 2023 - 2024

The New/The Renewal of SARAI License, being Registration no. AGSL/2023/00016 of the Financial Year Sattr_16844-2024 is hereby granted for the period up to 31/03/2024 in favour of the Sarai in the name "Santosh Fooding and Lodging", Prop - Santosh Das, situated at Shibpur, Howrah ,Contact - 7979789797 .

The proprietor will also strictly abide by Sec. 6,7,8,9, 10,11,12 of Sarai Act, 1867. The District Magistrate- HOWRAH , reserves the right to impose any other terms and condition from time to time for the government of the said Sarai and for the interest of the public.

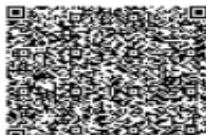
In terms of Sec. 6 of the Sarai Act, 1867 the District Magistrate, HOWRAH also reserves the right to revoke the grant of registration of this Sarai at any time, in case, any Criminal offence is registered against you under the Sarai Act, 1867 or in connection with you or this Sarai whatsoever.

District Magistrate
HOWRAH
Dated: 06/12/2023

Memo No: OfficeMemo123 /1(JM)
Copy forwarded for information to:

- 1) The Commissioner of Police, Howrah
- 2) The Sub-Divisional Collector, Howrah Sadar
- 3) The BDO, Development Block, HOWRAH
- 4) The Agriculture Income Tax Officer, HOWRAH
- 5) C.A. to The S. M. HOWRAH
- 6) P.A. to The ADM(G) HOWRAH

For District Magistrate
HOWRAH



Rejection of application

If any kind of discrepancy is observed during the review verification process by OC-JM, the application might get rejected and the applicant shall have to resubmit the application.

Your Selected Service(s) (Please click on to **Update Status** button every time at log in to get your updated status and Actionables)

* Note : The applications not submitted post 90 days would be removed from the system.

BUSINESS REFERENCE ID : CAR2024425397

| SL NO. | SERVICE | ACTION |
|--------|--|-------------------------|
| 1 | Sarai License (WBRTPS Timeline: 90 days) Application Rejected | Click to Proceed |

Third Party verification details:

The applicant has to log on to www.silpasathi.wb.gov.in

Ease of Doing Business
Single Window Services for Business

Single Window Services can be accessed through an EoDB-Online Single Window Portal using IT-enabled devices which includes desktop PCs and laptops. Later, this facility will also be available on tablets and smartphones.

EoDB In Bengal
State government departments and agencies have implemented a number of reforms for EoDB in the State.

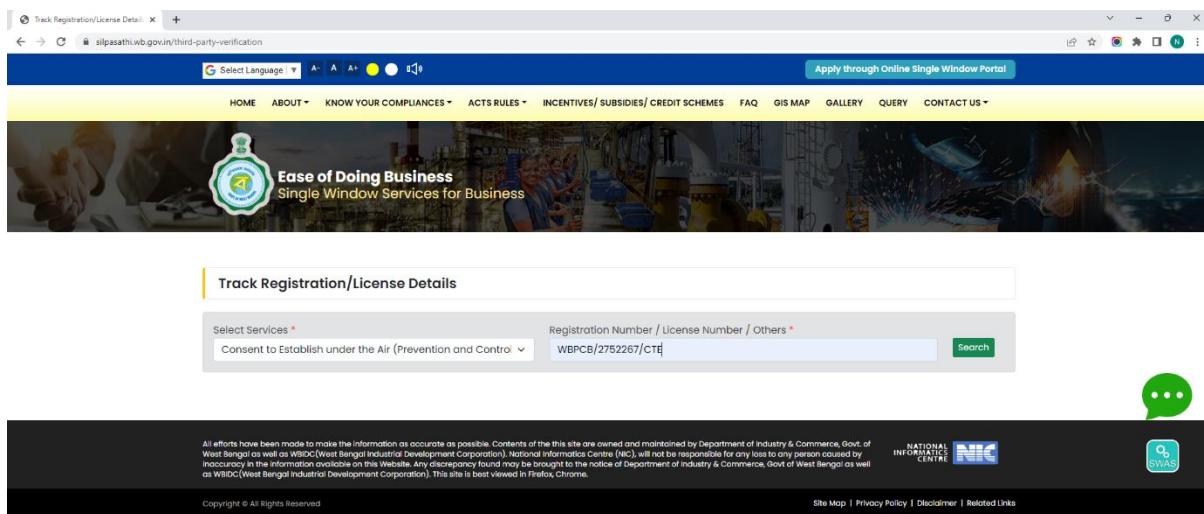
Advantage West Bengal
Focused development in physical and social infrastructure, improved work culture, stable government.

Online Single Window Portal
A Single Window System will provide single window service under the various applicable Acts & Rules and Schemes.

Click on 'Establishment information' section.



The applicant has to enter the service name and the concerned Registration number/ License number.



Upon entering the correct registration and license number the user shall be able to view his registration/license details

Approval Procedure

The workflow below represents an illustration of the overall application process starting from registration process to approval of the application.

