
a) Category.... I (Shop)

b) Category... II (Commercial)

c) Category ... III (Restaurant)

d) Category... IV (Theatre)

e) Category.... V. (Bank)

1. New Registration Forms required under Goa, Daman & Diu Shops & Establishment Act.

a) Form No. 1 (On E Forms Online)

b) Form No. XXIV. (Notice of close day or change in close day)

c) Form No. XXV. (Notice of Shop/Establishment)

d) Form No. XXVIII. (List of Holiday)


a) Premises Documents: - Deed of Sale/Lease Agreement/N.O.C from Owner of the Shop(Notarises Copy)/Will/Gift Deed.

b) N.O.C. from Panchayat/Municipality.

c) If there are Partners: - Enclose Partnership Deed.

d) If there is Company.... Enclosed Memorandum of Article.

e) If there is Bar and Restaurant: - Then Attach Exercise License Copy, and also enclose Food and Drugs License Copy & Health NOC. alongwith Other above documents.

f) If there is Money Exchange: - Then enclosed R.B.I. Letter, and also alongwith other above documents.

g) I.D.C. :- Plot Allotment Letter/NOC from IDC/Triparty Deed.

h) If Bank: - NOC from Registrar/RBI Letter.


a) Form No. IV (Renewal for Registration Certificate)


a) Form No. I

b) Documents: License Copy from RTO Office.
   a) Form No. I (same form as required at the time of Registration)

V. Registration Certificate under Contract Labour (Regulation & Abolition) Act, 1970 and the rules made there under.
   a) Form No. I
   b) Documents: ID Proof/Memorandum of Article.

VI. Licences under Contract Labour (Regulation & Abolition) Act, 1970 and the rules made there under.
   a) Form No. IV
   b) Documents: Form No.V (from Principal Employer)
   c) ID Proof/Memorandum of Article/Partnership deed.

VII. Renewal of Licences under Contract Labour (Regulation & Abolition) Act, 1970 and the Rules made there under.
   a) Form No. VII

VIII. Registration Certificate under Inter State Migrant Workmen (Regulation of Employment & Conditions of Services) Act, 1979.
   a) Form No. I
   b) Documents: ID Proof/Memorandum of Article.

IX. Licence under Inter State Migrant Workmen (Regulation of Employment & Conditions of Services) Act, 1979.
   a) Form No. V
   b) Documents: Form No.VI (from Principal Employer)
   c) ID Proof/Memorandum of Article/Partnership deed.

X. Renewal of Licence under Inter State Migrant Workmen (Regulation of Employment & Conditions of Services) Act, 1979.
   a) Form No. IX

   a) Form No. I