

1. Applicant needs to create a login ID in the GO-SWIFT portal (in case of new applicant) or use his/her existing login to fill the application form with supporting documents through the portal.
2. The applicant will then have to pay the requisite fees as applicable and submit their application.
3. On submission of the application, the same will be forwarded to the concerned District Magistrate or the Police Commissionerate.
4. The application receiving authority will request the applicant to provide additional information or details, if required, through the portal.
5. The applicant will be able to track the status of his/her application through the portal. He/she will also be receiving status updates about their application through SMS/email.
6. If the application is approved, the applicant can download the final NOC from their account in the portal.

Checklist:

For Temporary License:

1. Proof of Address
2. Photo Identity proof(Pan card or Aadhar Number or Driving Licence or Passport No. or any Govt issued identity proof).
3. Legal title document of land/shop/premise (Title Deed or Patta or Leased deed)
4. Site Map (A4 size) or Building Plan Approval by competent authority.

Checklist:

For permanent license:

1. Plans of the shop/premises showing storage capacity, surrounding facilities, approach road. It should also depict the clearing distance from other temporary sheds giving the picture of the whole locality so that the site is clear for each individual site in conjunction with other sites.
2. ID Proof
3. An affidavit attested by the notary along with the documents.
4. Proof of ownership / tenancy in case of rented premises with rent agreement and NOC from the land lord.
5. Copies of documents in support of rightful possession of the premises (leased deed agreement, ROR)
6. Any temporary/permanent fireworks licence issued earlier in favour of the applicant or the proposed premises.