

Factories Act, 1948

FORM 4

(Prescribed under Rule 6, 7, 9 & 10)

Application for registration or renewal of licence for the year.....and notice of occupation in Section 6 & 7

(To be submitted in triplicate)

(For renewal / Amendment / Transfer, original license shall be enclosed)

1	a)	Full name of factory:	
	b)	Factory licence under if already registered before:	
2	a)	Full postal address and situation of factory	
	b)	Full postal address to which communications relating to factory should be sent.	
3		Nature of manufacturing process or processes:-	
	a)	Carried on in the factory in the last twelve months (in case of all factories already in existences) and	
	b)	to be carried on in the factory during the next twelve months (in the case of all factories:	
	c)	whether it involves hazardous process as inter prepared under section 2 (cb) give details:	
	d)	whether it involve any dangerous operation,wholly partly as declared under subrule (1) of the rule 107 under section 87 give details:	
	e)	Whether any chemicals substance an specified under second schedule of the Act, is used, handled, stored for processes there at.	
4		Names Quantities and value of principal products manufactured during the last twelve months (in the case of factories already in existence)	Name Qty. Value 1 2 3
5	a)	Maximum number of workers proposed to be Employed on any one day during the year.	
	b)	Maximum number of workers employed on any one day during the last twelve months (in the case of factories already in existence.	
	c)	Number of workers to be ordinary employed in the factory	
6		Nature and total amount of power Kilo Watts/HP	
	i)	Installed or and	
	ii)	proposed to be installed, in the year	

7		Full name and residential address of the person who shall be the manager or the factory for the purposes of the Act	
8		Full name & residential address of the occupier, i.e.	
	a)	the partner, proprietor of the factory in case of a private firm or proprietary concern.	
	b)	the director, in case of a company or firm	
9		Full name and address of the owner of the premises or building (including the precincts there of referred to the section 93	
10		Reference number's and date of approval/allotment of site whether (for old or new building and for construction or extension of factory by the State	
11		Reference number and date of approval of the arrangement if any made for the disposal of trade waste and effluent and the name authority granting such approval	
12	a)	Reference number (s) and date (s) of approval of plans under rule 3 of M .P.Factories Rules 1962 by Chief Inspector of Factories , M.P.	
	b)	Description of the factory premises approved as above and which consists of :	
13	a)	Amount of fees paid:	
	b)	i n treasury:	
	c)	Name of Treasury	
	d)	Date of payment and	
	e)	Challan Number: (original Challan abe enclosed)	

Signature of Occupier:

Signature of Manager

Date

Date

Notes:

1. This form should be completed in ink black letters or typed and separate sheet may be attached for detailed information.
2. If power is not used at the time off filling up this form, but is introduced later the fact should be communicated to the Chief Inspector of Factories immediately.
3. If any of the person named against item 8 is minor, the fact should be clearly stated.