

**OFFICE OF THE DIRECTOR**  
**(Health Enforcement & Health Licensing)**  
**NEW DELHI MUNICIPAL COUNCIL, PALIKA KENDRA**  
**NEW DELHI**  
**(website: [www.ndmc.gov.in](http://www.ndmc.gov.in))**

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**PUBLIC NOTICE**

**KIND ATTENTION: All operators/owners of Lodging Houses/Eating Houses/Restaurants/Hotels/Coffee Houses/Tea Shops/Kiosks/Cinema House/Theaters/Meats Shop/Petrol Pump/Service Station/ Atta Chakki/Laundry/ Printing Press etc. in New Delhi Municipal Council (NDMC) area, New Delhi.**

It is informed that for running the business of above mentioned entities in the area of NDMC, it is mandatory to have a valid license under Section 325/327/330/331/332 of NDMC Act, 1994. Such licenses are granted for one financial year and thereafter renewal is made for three years. Applications for renewal are required to be submitted before the expiry of the license period.

To discourage the practice of late submission of applications for renewal of license, NDMC has decided to impose penalties and take strict legal action against defaulters, who fail to renew their licenses timely and operate their business without a valid license. However, to avoid any inconvenience to the licensees, an opportunity is being provided for the renewal of license **upto 30<sup>th</sup> September, 2014** after which no premises/business without a valid license shall be allowed to operate and the defaulters will face heavy penalty besides sealing of premises under the rules. The details of the policy/procedures envisaging late fee/penalties in cases of renewal after expiry of license, is available on the NDMC website ([www.ndmc.gov.in/department/publichealth](http://www.ndmc.gov.in/department/publichealth)). The policy will come into effect from 1<sup>st</sup> October, 2014.

It is further informed that in order to facilitate the grant/renewal of license, the Health License Department is organizing a week long **special camp** for receipt of applications for the grant /renewal of license at the following venues:

Sl. No.	Special Camp Venue	Date	Time
1.	NDMC Palika Health Complex, Ground Floor, Dharam Marg, Near Malcha Market, New Delhi.	From 30 <sup>th</sup> August to 6 <sup>th</sup> September, 2014.	9 AM to 5 PM
2.	Conference Hall, First Floor New Delhi City Centre, Palika Kendra, Jai Singh Road, New Delhi.		

Applicants may also obtain application forms and submit the same in the Licensing Branch at Room No. 1015, 10<sup>th</sup> Floor, NDMC Palika Kendra, New Delhi. The format for application for grant/renewal of license is also available on NDMC website ([www.ndmc.gov.in/department/publichealth](http://www.ndmc.gov.in/department/publichealth)) which can be downloaded or filed online.

An appeal is made to all operators to avail this opportunity for renewal of license and avoid any penal action for running the business without a valid license. In case of any query/assistance, Sh. S.K.Chopra, SI may be contacted on Ph. No. 9650343474/23367671.

Sd/-  
Director (Health Licensing), NDMC

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