

**GOVERNMENT OF WEST BENGAL**  
**Department of Urban Development & Municipal Affairs**  
**“Nagarayan”**  
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No.1418/MA/O/C-4/1M-31/2015(Pt-IV)

Date :08.11.2021

**ORDER**

In exercise of the power conferred by Section 141 of the West Bengal Municipal Corporation Act, 2006 (West Bengal Act XXXII of 2006), the Governor is pleased hereby to make the following amendments in the Guidelines in relation to the Enlistment of Profession, Trade and Callings in the Municipal Corporations, issued under this Department's Notification No. 570/MA/O/C-4/3R-4/2015 dated Kolkata 19<sup>th</sup> day of August, 2015 and Notification No. 807/MA/O/C-4/3R-4/2015 dated 26.08.2019 (hereinafter referred to as the said Guidelines).

**Amendments**

In the said guidelines in Annexure-I [referred Clause 3(i)], the following nature of **trades, trade names and the corresponding annual application fees** for the Municipal Corporations shall be added as per List “A” attached herewith.

The aforesaid Order shall take immediate effect.

**By Order of the Governor,**

**Encl : As stated**

*sd/-*

**Special Secretary to the  
Govt. of West Bengal**

No. 1418/1(4) /MA/O/C-4/1M-31/2015(Pt-IV)

Date: 08.11.2021

Copy forwarded for information and necessary action to :

1. Mayor/Chairperson of the Board of Administrators/Commissioner/Administrator, Municipal Corporation, P.O..... Dist.....
2. Director, State Urban Development Agency
3. P.S. to the Hon'ble Minister of State (IC), Urban Development & Municipal Affairs Department
4. P.S. to Principal Secretary, UD & MA Department

  
**Special Secretary to the  
Govt. of West Bengal**

### List - "A"

| Sl No | Trade Category                           | Nature of Trade                               | Application Fees for Corporations (INR) |
|-------|--|---|---|
| 1     | Enterprises dealing with non food items  | Spices Grinding                               | 80                                      |
| 2     | Other Enterprises                        | Door To Door Sare Sale                        | 80                                      |
| 3     | Other Enterprises                        | UTENSIL ON HIRE                               | 80                                      |
| 4     | Enterprises dealing with non food items  | TYRE SHOP                                     | 200                                     |
| 5     | Enterprises dealing with non food items  | Lubricating Oil Seller-                       | 200                                     |
| 6     | Enterprises dealing with non food items  | Insulator Box                                 | 80                                      |
| 7     | Enterprises dealing with non food items  | Incense Stick                                 | 80                                      |
| 8     | Other Enterprises                        | TOTO PARTS SALES                              | 80                                      |
| 9     | Enterprises dealing with non food items  | Mobile Phone Sales And Service , Variety Shop | 200                                     |
| 10    | Other Enterprises                        | Mfg. Of Organic Manure                        | 200                                     |
| 11    | Other Enterprises                        | Photography And Studio Shop                   | 80                                      |
| 12    | Other Enterprises                        | Xerox And Stationary Shop                     | 200                                     |
| 13    | Enterprises of Ornamental or Fancy Items | Fabric Work-Small                             | 80                                      |
| 14    | Enterprises dealing with non food items  | Distributor Of Telecom Goods                  | 80                                      |
| 15    | Other Enterprises                        | Cooling Machine Repairing                     | 80                                      |
| 16    | Enterprises related with Computer        | Computerised Printing Job-Big                 | 200                                     |
| 17    | Enterprises related with Computer        | Computerised Printing Job-Small               | 80                                      |
| 18    | Enterprises related with Computer        | Computer DTP-Medium                           | 200                                     |
| 19    | Enterprises related with Computer        | Computer DTP-Small                            | 80                                      |
| 20    | Enterprises dealing with non food items  | Cloth and Bedding                             | 80                                      |
| 21    | Other Enterprises                        | Clay Materials and Models                     | 80                                      |
| 22    | Enterprises dealing with food items      | Bread Biscuits Seller-Small1                  | 80                                      |
| 23    | Enterprises dealing with food items      | Biscuit Seller-small                          | 80                                      |
| 24    | Enterprises dealing with food items      | Biscuit Chanachur Seller-Medium               | 200                                     |
| 25    | Other Enterprises                        | Mfg. Of Jute And Cotton Bag                   | 80                                      |
| 26    | Enterprises related with Computer        | Computer Hardware Seller                      | 80                                      |
| 27    | Enterprises dealing with non food items  | MANUFACTURING OF NUT-BOLT                     | 80                                      |
| 28    | Enterprises dealing with non food items  | RESELLER OF GLASS                             | 80                                      |
| 29    | Enterprises dealing with food items      | Vegetable (Any Item)                          | 80                                      |
| 30    | Health Institutions                      | Retail Seller of Medicine(Bio and Non Bio)    | 80                                      |
| 31    | Enterprises dealing with food items      | Chira Muri Murki Sale                         | 80                                      |
| 32    | Other Enterprises                        | Lottery Shop (Wholesale)                      | 200                                     |
| 33    | Enterprises dealing with food items      | Confectionery                                 | 80                                      |
| 34    | Enterprises dealing with food items      | pan masala                                    | 80                                      |
| 35    | Health Institutions                      | Physiotherapy Treatment                       | 80                                      |
| 36    | Enterprises dealing with non food items  | Old Furniture Seller                          | 80                                      |
| 37    | Enterprises dealing with food items      | Crushing Of Mustard Seeds                     | 80                                      |
| 38    | Enterprises dealing with food items      | Coconut Oil Packaging                         | 80                                      |
| 39    | Enterprises dealing with food items      | Coconut Oil Mill                              | 200                                     |
| 40    | Other Enterprises                        | Clay Artist                                   | 80                                      |
| 41    | Enterprises dealing with food items      | Chita Gur Retail                              | 80                                      |
| 42    | Enterprises dealing with food items      | Chira, Muri Mill And Atta, Besan Etc.         | 80                                      |



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| 43 | Other Enterprises                        | CAR DORI MAKING  | 80   |
| 44 | Enterprises dealing with food items      | Procurement of paddy   | 80   |
| 45 | Other Enterprises                        | Seasonable Crops   | 80   |
| 46 | Other Enterprises                        | Broken And Damage Iron Material And Wastage Paper ,Cartoons Etc        | 80   |
| 47 | Enterprises dealing with food items      | Batasa Factory   | 80   |
| 48 | Other Enterprises                        | Bangles Manufacturer   | 200  |
| 49 | Enterprises of Ornamental or Fancy Items | REPAIRING OF GOLD CHAIN  | 200  |
| 50 | Other Enterprises                        | Pest Controlling   | 80   |
| 51 | Enterprises dealing with non food items  | Napkin Manufacturer  | 200  |
| 52 | Other Enterprises                        | Laundry (with workshop)-Small  | 80   |
| 53 | Enterprises dealing with non food items  | Ice and Salpata Seller-Big   | 200  |
| 54 | Enterprises dealing with non food items  | Abir Manufacturing   | 200  |
| 55 | Other Enterprises                        | Readymade blouse whole selling   | 200  |
| 56 | Other Enterprises                        | Brom stick   | 80   |
| 57 | Other Enterprises                        | GREEN LEAF SUPPLIER  | 80   |
| 58 | Other Enterprises                        | ICE CREAM MANUFACTURING SMALL SACLE                                    | 80   |
| 59 | Other Enterprises                        | Home delivery service  | 80   |
| 60 | Other Enterprises                        | Mfg. Of Pouch, Packet And Printing                                     | 80   |
| 61 | Health Institutions                      | Free Clinical Health Centre  | 80   |
| 62 | Other Enterprises                        | PET FOODS, ACCESSORIES AND OTHER PRODUCTS                              | 80   |
| 63 | Other Enterprises                        | Mfg. Of Alluminium Items   | 200  |
| 64 | Transport Related                        | Electronics Goods , E- Rickshaw Automobiles And Consumer Goods Selling | 200  |
| 65 | Other Enterprises                        | Book Shop  | 80   |
| 66 | Other Enterprises                        | Office For Lift Maintanance And Erection                               | 200  |
| 67 | Enterprises dealing with food items      | FROZEN MEAT AND DAIRY PRODUCT  | 80   |
| 68 | Other Enterprises                        | Mfg. Of Aceed And Chemical And Detergent Powder                        | 200  |
| 69 | Other Enterprises                        | Manufacturing of Dal Bori  | 80   |
| 70 | Other Enterprises                        | RENTING OF IMMOVABLE PROPERTY  | 80   |
| 71 | Hotels or Boarding House or Guest Houses | Hotel Restaurant Cum Bar (Sarai)-Big                                   | 2500 |
| 72 | Hotels or Boarding House or Guest Houses | Hotel ( Residential )-Big-1  | 1500 |
| 73 | Hotels or Boarding House or Guest Houses | Hotel ( Residential )-Big  | 1500 |
| 74 | Hotels or Boarding House or Guest Houses | Hotel ( Residential )-Medium-1   | 1000 |
| 75 | Hotels or Boarding House or Guest Houses | Hotel ( Residential )-Medium   | 1000 |
| 76 | Hotels or Boarding House or Guest Houses | Hotel ( Residential )-Small-1  | 500  |
| 77 | Hotels or Boarding House or Guest Houses | Hotel ( Residential )-Small  | 500  |

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| 78  | Enterprises of Ornamental or Fancy Items | Gold Ornaments Reseller                      | 200 |
| 79  | Enterprises dealing with non food items  | Fridge, A.C Sale and Service-Small           | 80  |
| 80  | Enterprises dealing with non food items  | Fishing Goods Seller-small                   | 80  |
| 81  | Enterprises of Ornamental or Fancy Items | Embroidery big                               | 200 |
| 82  | Enterprises of Ornamental or Fancy Items | Embroidery small                             | 80  |
| 83  | Enterprises dealing with non food items  | Ice and Salpata Seller                       | 80  |
| 84  | Other Enterprises                        | Electrical Survey, Designing and Erection    | 80  |
| 85  | Other Enterprises                        | Dotpen Assembleing                           | 80  |
| 86  | Other Enterprises                        | Darma Business                               | 80  |
| 87  | Other Enterprises                        | Cycle Stand                                  | 80  |
| 88  | Other Enterprises                        | Leather Items Repairing Centre               | 80  |
| 89  | Other Enterprises                        | STATIONERY DISTRIBUTORSHIP                   | 200 |
| 90  | Other Enterprises                        | STATIONERY SMALL SCALE                       | 80  |
| 91  | Other Enterprises                        | STATIONERY LARGE SCALE                       | 200 |
| 92  | Other Enterprises                        | STATIONERY AND GENERAL GOODS                 | 80  |
| 93  | Health Institutions                      | AGRICULTURE MEDICINE                         | 80  |
| 94  | Other Enterprises                        | BAMBOO AND WOODS RENTAL                      | 80  |
| 95  | Other Enterprises                        | Mobile Phone Sales And Service, Variety Shop | 80  |
| 96  | Other Enterprises                        | Mfg. of Road Construction Machineries        | 200 |
| 97  | Other Enterprises                        | Mfg. of Steel Furniture                      | 200 |
| 98  | Enterprises dealing with non food items  | Fish Food And Cattle Feed Shop (Retail)      | 80  |
| 99  | Health Institutions                      | Homoeopathic Practitioner                    | 80  |
| 100 | Health Institutions                      | MEDICINE RETAIL AND WHOLESALE                | 500 |
| 101 | Other Enterprises                        | Elevator Sales And Service                   | 200 |
| 102 | Other Enterprises                        | Bag Umbrella Repairing                       | 80  |
| 103 | Decorators or Agencies                   | Aya Supplier                                 | 80  |
| 104 | Enterprises dealing with non food items  | asbestos, tin, pipe seller                   | 80  |
| 105 | Other Enterprises                        | Agro Machine Parts Seller-Small              | 200 |
| 106 | Other Enterprises                        | News Paper Seller                            | 80  |
| 107 | Enterprises dealing with non food items  | Flower Plant Seller                          | 80  |
| 108 | Health Institutions                      | Veterinary Doctors Chamber                   | 80  |
| 109 | Enterprises dealing with non food items  | plastic creat seller-big                     | 500 |
| 110 | Enterprises dealing with non food items  | plastic Creat Seller-Medium                  | 200 |
| 111 | Enterprises dealing with non food items  | Plastic Creat Seller-small                   | 80  |
| 112 | Transport Related                        | Tours and Travels Operator                   | 80  |
| 113 | Health Institutions                      | Doctor Chamber and Optical Seller            | 200 |
| 114 | Other Enterprises                        | Musical Troupe                               | 80  |
| 115 | Enterprises dealing with non food items  | Watch and optical                            | 80  |
| 116 | Enterprises dealing with non food items  | Raw Tobacco Leaves Seller                    | 80  |
| 117 | Other Enterprises                        | Courier-logistics service)                   | 200 |



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| 118 | Enterprises dealing with non food items | SCRAP TRADING  | 80  |
| 119 | Enterprises dealing with non food items | Mfg Of Adhesives Chemicals   | 80  |
| 120 | Enterprises dealing with non food items | Printing, Packaging, Gifts   | 80  |
| 121 | Enterprises dealing with food items     | Mother Dairy Milk  | 80  |
| 122 | Enterprises dealing with non food items | Boiler Service, Maintenance  | 80  |
| 123 | Enterprises dealing with non food items | TRADING OF PETROLIUM PRODUCTS  | 200 |
| 124 | Other Enterprises                       | Sign Board And Banner Painting   | 80  |
| 125 | Enterprises dealing with non food items | MANUFACTURING AND TRADING OF PLYWOOD   | 200 |
| 126 | Enterprises dealing with non food items | MANUFACTURING OF RUBBER PRODUCTS   | 80  |
| 127 | Enterprises dealing with non food items | TRADING OF PLYWOOD, TIMBER, LAMINATE, ETC                                      | 80  |
| 128 | Enterprises dealing with non food items | MANUFACTURING OF PAPER PRODUCTS  | 80  |
| 129 | Other Enterprises                       | Mfg. of Steel Furniture And Powder Coating                                     | 80  |
| 130 | Enterprises dealing with non food items | RENTING OF WAREHOUSE IMMOUABLE PROPERTY  | 80  |
| 131 | Other Enterprises                       | Manufacturing of Pen   | 80  |
| 132 | Other Enterprises                       | Whole Sale- Crockery, Glassware, Kitchenware And Home Appliances               | 200 |
| 133 | Enterprises dealing with non food items | TRADING OF AGARBATTI RAW MATERIALS   | 80  |
| 134 | Other Enterprises                       | Wooden Spoon And Wooden Stick  | 80  |
| 135 | Other Enterprises                       | WHEAT TRADING  | 80  |
| 136 | Other Enterprises                       | EMBROIDARY WORK  | 80  |
| 137 | Other Enterprises                       | Room ceiling Decoration  | 80  |
| 138 | Other Enterprises                       | GM SELLING OF ALLUMINIUM DOOR AND WINDOW                                       | 200 |
| 139 | Enterprises dealing with non food items | IRON TRADING   | 200 |
| 140 | Other Enterprises                       | chewing tobacco manufacturing  | 200 |
| 141 | Other Enterprises                       | tobacco and tobacco related product  | 80  |
| 142 | Other Enterprises                       | jute, tobacco  | 80  |
| 143 | Enterprises dealing with non food items | Aluminium Cup Plate Seller   | 80  |
| 144 | Enterprises dealing with non food items | Cosmetic - Whole Sale  | 200 |
| 145 | Other Enterprises                       | SHEET METAL JOB  | 80  |
| 146 | Enterprises dealing with non food items | MANUFACTURING OF PLASTIC TUBE AND PACKETS                                      | 80  |
| 147 | Other Enterprises                       | SMOKE TESTING CENTRE FOR TRUCK/CAR   | 80  |
| 148 | Other Enterprises                       | CONTRACTOR - WHOSE PAID UP CAPITAL UPTO RS. 5 LAKH                             | 200 |
| 149 | Other Enterprises                       | CONTRACTOR AND GENERAL ORDER SUPPLIER (WHOSE PAID UP CAPITAL ABOVE RS. 5 LAKH) | 500 |

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| 150 | Other Enterprises                       | CONTRACTOR AND GENERAL ORDER SUPPLIER (WHOSE PAID UP CAPITAL UPTO RS. 5 LAKH) | 200 |
| 151 | Entertainment related                   | Manufacturing of Steel Almirah  | 80  |
| 152 | Enterprises dealing with food items     | Chicken Shop-W/S  | 200 |
| 153 | Other Enterprises                       | animal skin   | 80  |
| 154 | Enterprises dealing with food items     | MILK DEPOT, GROCERY, STATIONARY   | 200 |
| 155 | Enterprises dealing with non food items | MILK DEPOT  | 80  |
| 156 | Enterprises related with Computer       | Computer Spare Parts Sales And Servicing                                      | 80  |
| 157 | Transport Related                       | Auto Repairing  | 200 |
| 158 | Enterprises dealing with food items     | Tea Selling And Baby Food   | 200 |
| 159 | Educational Institutions                | Voluntary Vocational Training Centre  | 200 |
| 160 | Other Enterprises                       | Gunny bag Sale  | 80  |
| 161 | Other Enterprises                       | Aquarium and Fish food supplier   | 80  |
| 162 | Other Enterprises                       | Shuttle Cock  | 80  |
| 163 | Other Enterprises                       | CUT PIECE   | 80  |
| 164 | Other Enterprises                       | READYMADE GARMENTS AND CUT PIECE  | 200 |
| 165 | Entertainment related                   | BROADBAND SERVICE   | 800 |
| 166 | Enterprises dealing with food items     | Rice And Wheat (Retail)   | 80  |
| 167 | Other Enterprises                       | Brass Metal Basan Sale  | 80  |
| 168 | Enterprises dealing with food items     | Chicken Godown  | 200 |
| 169 | Enterprises dealing with food items     | Mutton/Chicken Seller   | 200 |
| 170 | Other Enterprises                       | Electronics,Electrical Goods Sale   | 80  |
| 171 | Health Institutions                     | Surgical Goods Sale   | 80  |
| 172 | Other Enterprises                       | Manufacturing and trading of Chemical Items                                   | 800 |
| 173 | Other Enterprises                       | beauty products sell  | 80  |
| 174 | Health Institutions                     | Surgical Item Shop  | 80  |
| 175 | Other Enterprises                       | Manufacturing of Plastic Packaging Materials                                  | 800 |
| 176 | Enterprises dealing with food items     | Plastic Packaging Materials - Large Scale                                     | 200 |
| 177 | Other Enterprises                       | Manufacturing of Blouse   | 80  |
| 178 | Enterprises related with Computer       | Computer Training Institute And Job Work                                      | 200 |
| 179 | Enterprises related with Computer       | Computer D.T.P Centre   | 80  |
| 180 | Entertainment related                   | Sound Recording   | 80  |
| 181 | Health Institutions                     | Medical Goods Supply  | 200 |
| 182 | Other Enterprises                       | Kitchen appliance services  | 80  |
| 183 | Other Enterprises                       | Pouch Milk Shop   | 80  |
| 184 | Other Enterprises                       | REPARING OF TAXI /LORRY/AUTO RICKSHAW/BUS/MOTOR BIKE                          | 200 |
| 185 | Enterprises dealing with non food items | Seeds and Presitide   | 80  |
| 186 | Enterprises dealing with food items     | Catering Service  | 200 |
| 187 | Health Institutions                     | Medicine Shop Franchise   | 200 |

