**Shop Act Registration**

Shop Act Registration Certificate or Shop Act Licence is a kind of permit that is issued by the government of a state. It takes place under the specific state law governing shops as well as commercial establishments. The Department of Labour is responsible for making all registrations under this law. It is also known as Gumasta License in Mumbai.

It is compulsory to register under this act within 30 days of starting the business. the registration certificate will be valid only for 5 years. It has to be renewed after the expiry of 5 years.

**Categories of Shops & Establishments**

The law governing shops and establishments applies to:

1. Retail or wholesale shops.
2. Premises from where services are provided to customers.
3. Store-rooms, godowns, and warehouses.
4. Residential hotels.
5. Restaurants or eating houses.
6. Theater or any other place of public amusement or entertainment.
7. Any other place of work.

**Features of Shop Act Registration**

Registration under Shop Act is compulsory so as to regulate the following aspects of a business.

1. Opening and closing time of business.
2. Closing days.
3. Hours of Work.
4. Weekly off-days and leave policy for employees.
5. Payment of wages for holidays.
6. Cleanliness of business premises and other factors such as ventilation etc.
7. Breaks for meals or taking rest.
8. Precautions and provisions for any accidents.
9. Maintenance of records.
10. Policy of dismissal of employees.
11. Time of payment of wages as well as other conditions.
12. Provisions against employing children.

**Documents for Shop Act Registration**

Every state has a different registration procedure. Therefore, the documents needed in each state may vary. However, usually you will need the following documents and details.

1. Name of the shop or business.
2. Full address of the business.
3. Name of the occupier or employer.
4. Nature of the business. For example, bakery, boutique etc.
5. State where the shop or business is located.
6. ID proof of the occupier/employer such as voter ID, aadhar, or passport.
7. PAN card of the employer or occupier.
8. Proof of address of business such as utility bills like electricity or telephone, or rent deed/agreement etc.
9. Category of establishment, such as shop, restaurant, theater etc.

**Fee for Shop Act Registration**

The government fee varies with the state and also with the number of employees. For instance, in Maharashtra, it starts from Rs. 120 and from Rs. 100 in Madhya Pradesh. The professional fee starts from Rs. 2000 to 5000.

Govt Website

Labourcis.nic.in