

Name of Service

Registration under The Shops and Establishment Act (including 365 days license).

Name of Department

Department of Labour and Employment, GoJK

Policy/Government Order

The Shops and Establishments act, 1966

Fees

#	Category	Fee per annum
1	Hotel (A&E), Nursing Homes, Cinema Halls, Privately managed Educational Institutions (+ 2 level and above), Privately managed Professional Colleges and Institutions, Petrol Pumps, Insurance Companies excluding Life Insurance Corporation, Financial Institutions, Banks excluding Reserve Bank of India and State Bank of India, Chartered Accountant Chamber, and Wine Shops, Vehicle Show Rooms, Gas Agencies, (Not covered under Factories Act).	Rs.2000
2	Computer Training Centres, Jewellers, STD/ISD/PCO Centres, Health Fitness Centres, Health Clinics, X-Ray / Ultra-Sound / ECG Centres, Hostels (C&D Categories), Banquet Halls (Janjgahars), Cable Operators, Medical Agencies, Agencies other than Medical Agencies, Privately managed High Schools, Ice Factories (Not covered under Factories Act).	Rs.1000
3	Privately managed Middle Schools	Rs.800
4	Clinical Laboratories, privately managed Primary Schools, Beauty Parlours, Tent & Light houses, Ice Candy (Not covered under Factories Act).	Rs.500
5	Shops and Commercial Establishments employing 20 or more workers.	Rs.2000
6	Shops and Commercial Establishments employing 10 to 19 workers.	Rs.1000
7	Shops and Commercial Establishments employing 5 to 9 workers.	Rs.500
8	Shops and Commercial Establishments employing 3 to 4 workers.	Rs.300
9	Shops and Establishments employing less than 3 workers.	Rs.150
10	Shops and Commercial Establishments run by the Owners without any employees.	Rs.50