

Name of Service

Renewal under Motor Transport Workers Act 1961.

Name of Department

Department of Labour and Employment, GoJK

Policy/Government Order

Motor Transport Workers Act 1961.

Form Fields:

#	Section	Caption Name	Type of Field	Mandatory (Yes/No)
1.	Motor Transport Establishment Details	Name of Motor Transport undertaking	Alpha/numeric	Yes
2.		Previous Registration Number	Alpha/numeric	Yes
3.		Address to which communications relating to the motor transport undertaking should be sent	Alpha/numeric	Yes
4.		City	Alpha	Yes
5.		District	Alpha/Dropdown	Yes
6.		Pincode: *	Numeric	Yes
7.		Nature of motor transport service	Dropdown	Yes
8.		Total number of routes	Numeric	Yes
9.		Total route mileage	Numeric	Yes
10.		Total number of motor transport vehicles on the last date of preceding year.	Numeric	Yes
11.		Maximum number of motor transport workers employed on any day during the preceding year.	Numeric	Yes
12.	Proprietor and partners of the motor transport undertaking in case of a firm not registered under the Companies Act, 1956;	Name	Alpha/numeric	Yes
13.		Residential Address	Alpha/numeric	Yes
14.		City	Alpha	Yes
15.		District	Alpha/Dropdown	Yes
16.		Pincode	Numeric	Yes
17.		Contact Number	Numeric	Yes

#	Section	Caption Name	Type of Field	Mandatory (Yes/No)
18.	General Manager in case of a public sector undertaking.	Name	Alpha/numeric	Yes
19.		Residential Address	Alpha/numeric	Yes
20.		City	Alpha	Yes
21.		District	Alpha/Dropdown	Yes
22.		Pincode	Numeric	Yes
23.		Contact Number	Numeric	Yes
24.	Directors in case of company registered under the Companies Act, 1956.	Full name of the person	Alpha	Yes
25.		Residential Address	Alpha/Numeric	
26.		City	Alpha	Yes
27.		District	Dropdown	Yes
28.		Pincode	Numeric	Yes
29.		Contact Number	Numeric	Yes
30.	Documents	Aadhaar Card of the Applicant	Upload Option/ Dropdown	Yes
31.		Passport Size Photograph of the Applicant	Upload Option/ Dropdown	Yes
32.		Photograph of Establishment	Upload Option/ Dropdown	Yes
33.		Rent Deed/Affidavit of Establishment	Upload Option/ Dropdown	Yes
34.		List of transport workers along with RCs of their vehicle	Upload Option/ Dropdown	Yes
35.		Previous Registration Certificate	Upload Option/ Dropdown	Yes

Appendix

SCHEDULE I
FORM No. 1

[See rules 4 and 8]

**APPLICATION FOR REGISTRATION AND GRANT OR RENEWAL
OF CERTIFICATE OF REGISTRATION**

1. Name of Motor Transport undertaking.
2. Full address to which communications relating to the motor transport undertaking should be sent.
3. Nature of motor transport service, e. g. city service, long distance passenger service, long distance freight service
4. Total number of routes.
5. Total route mileage.
6. Total number of motor transport vehicles on the last date of preceding year.
7. Maximum number of motor transport workers employed on any day during the preceding year.
8. Full names and residential addresses of the
 - (i) Proprietor and partners of the motor transport undertaking in case of a firm not registered under the Companies Act, 1956; or
 - (ii) General Manager in case of a public sector undertaking.
9. Full names and residential addresses of the Directors in case of company registered under the Companies Act, 1956.
10. Amount of fee Rs (Rupees) paid in Treasury on (vide Challan No. enclosed).

Signature of the Employer

3374

MOTOR TRANSPORT WORKERS RULES, 1972

Note. This form should be completed in ink in block letters or typed.

FORM No. II

[See rule 5]

CERTIFICATE OF REGISTRATION TO WORK A MOTOR TRANSPORT UNDERTAKING.

Registration No Fee Rs.....

Serial No.....

Certificate of Registration is, hereby granted to to operate motor transport services employing not more than persons on any one day during the year subject to provisions of the Motor Transport Workers Act, 1961 and the rules made thereunder.

The Certificate of Registration shall remain in force till the 31st of December, 20.....

The 20

Chief Inspector
Inspector

Date of renewal

Date of expiry

Signature of the Chief
Inspector/Inspector