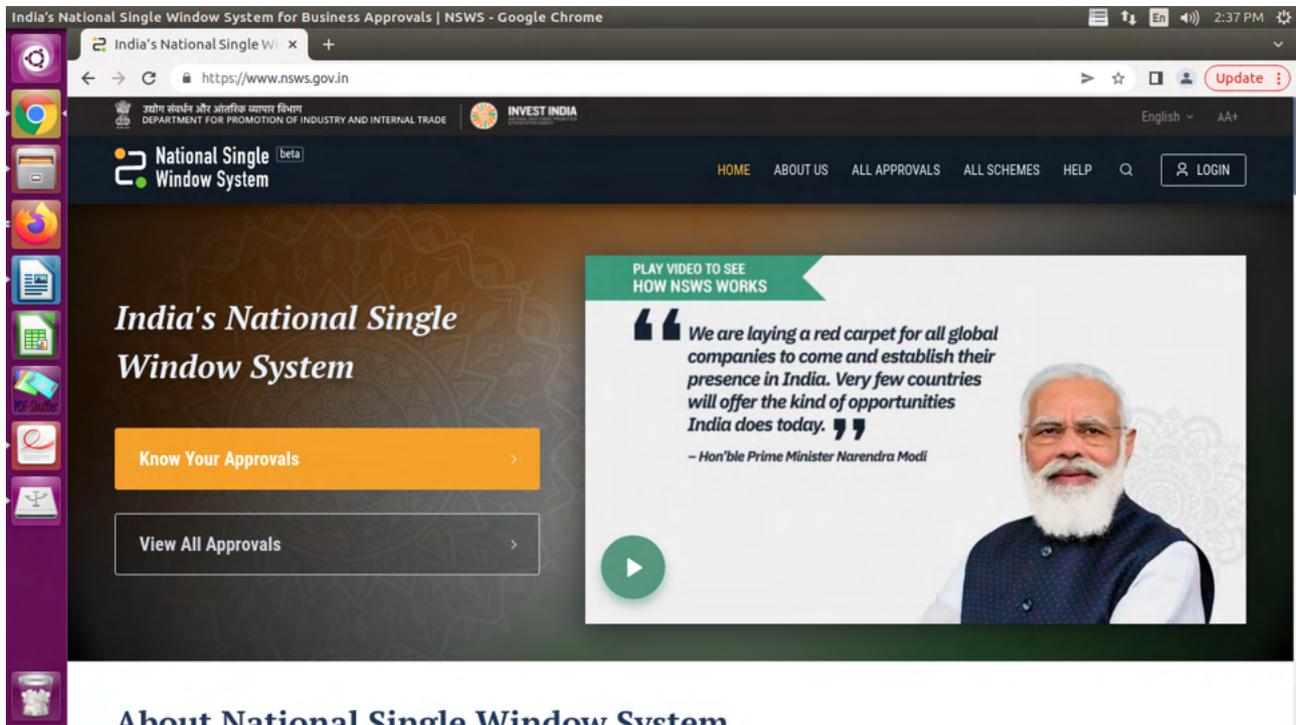


# Guidelines for Cardamom Dealer Licence

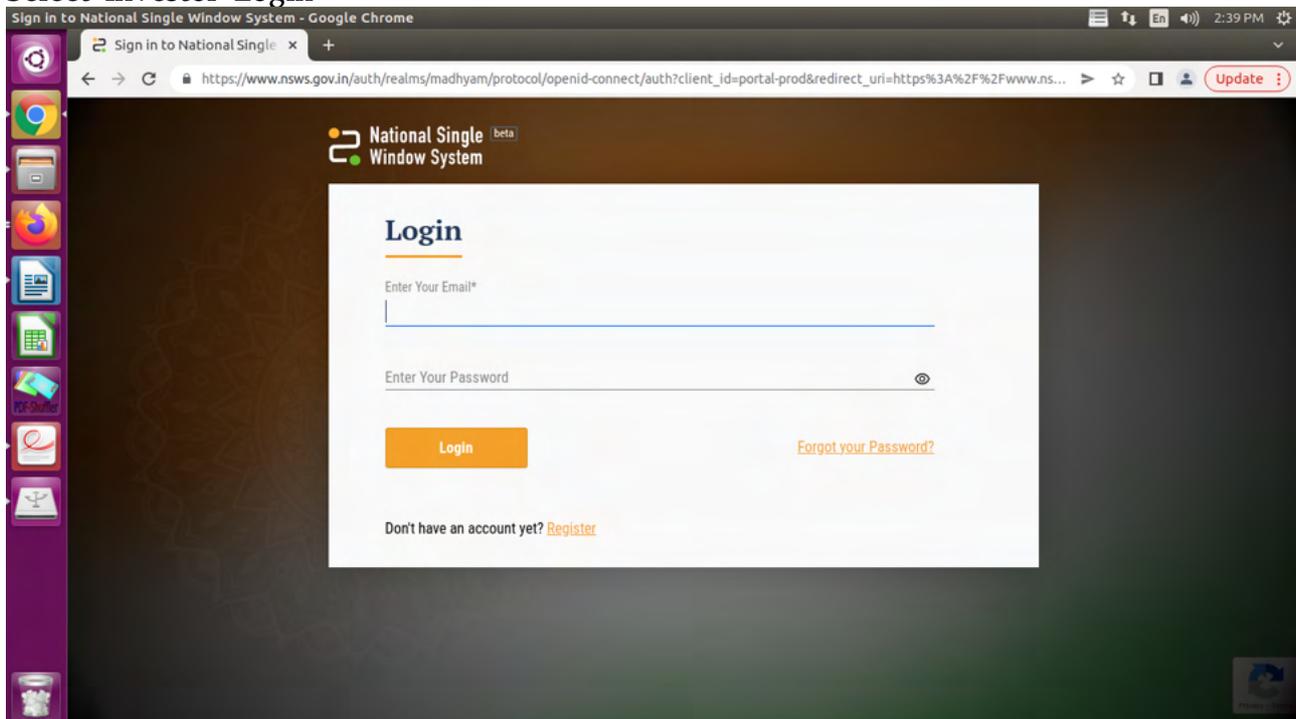
Please click on the following link

<https://www.nsws.gov.in/>

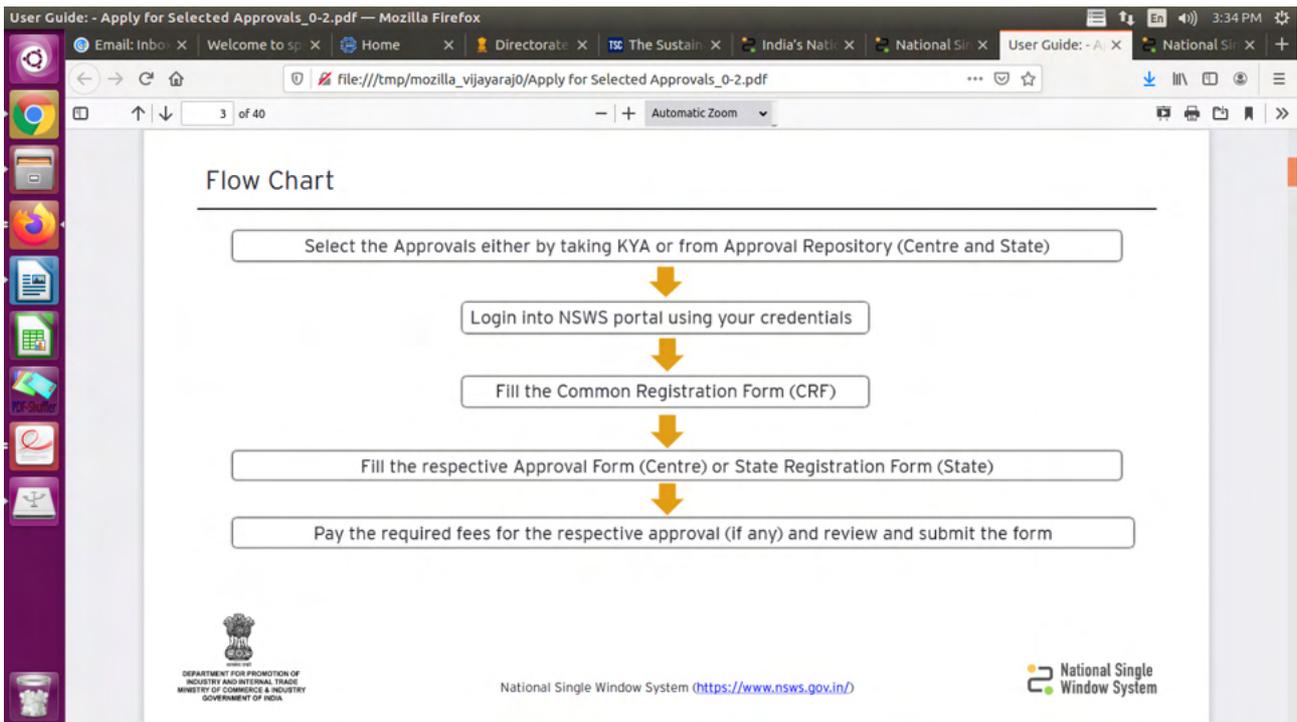


Click on LOGIN

Select Investor Login



Provide user id & Password if you have account. (Refer Register Login or Reset the Password on NSWS portal)



## Apply for Selected Approvals

Important: Approvals and Registrations for Business in India | NSWS — Mozilla Firefox

https://www.nsws.gov.in/portal/investorDashboard

DEPARTMENT FOR PROMOTION OF INDUSTRY AND INTERNAL TRADE INVEST INDIA

National Single Window System (beta)

SPECIAL SCHEME **ADD MORE APPROVAL** HELP

Dashboard Add New Project

CENTRAL RELATED APPROVALS 1 STATE RELATED APPROVALS

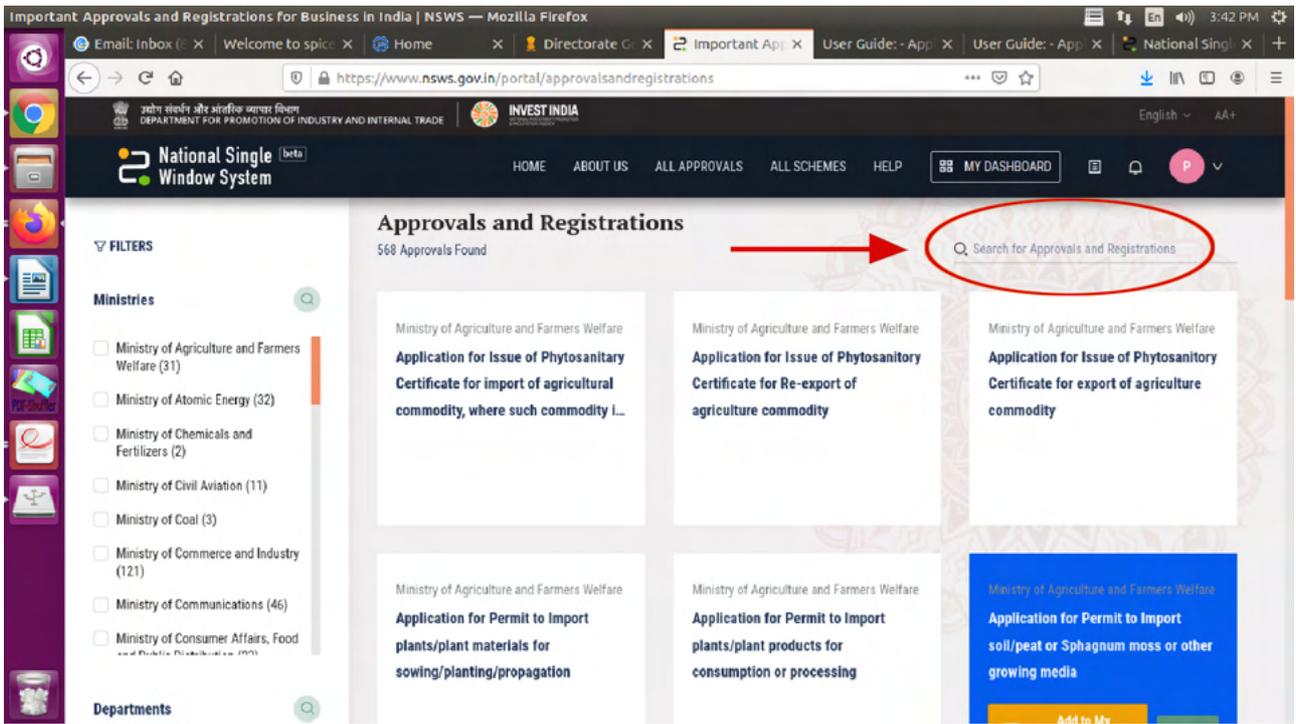
Application Status Select Status

You have 1 applications Advanced Filter

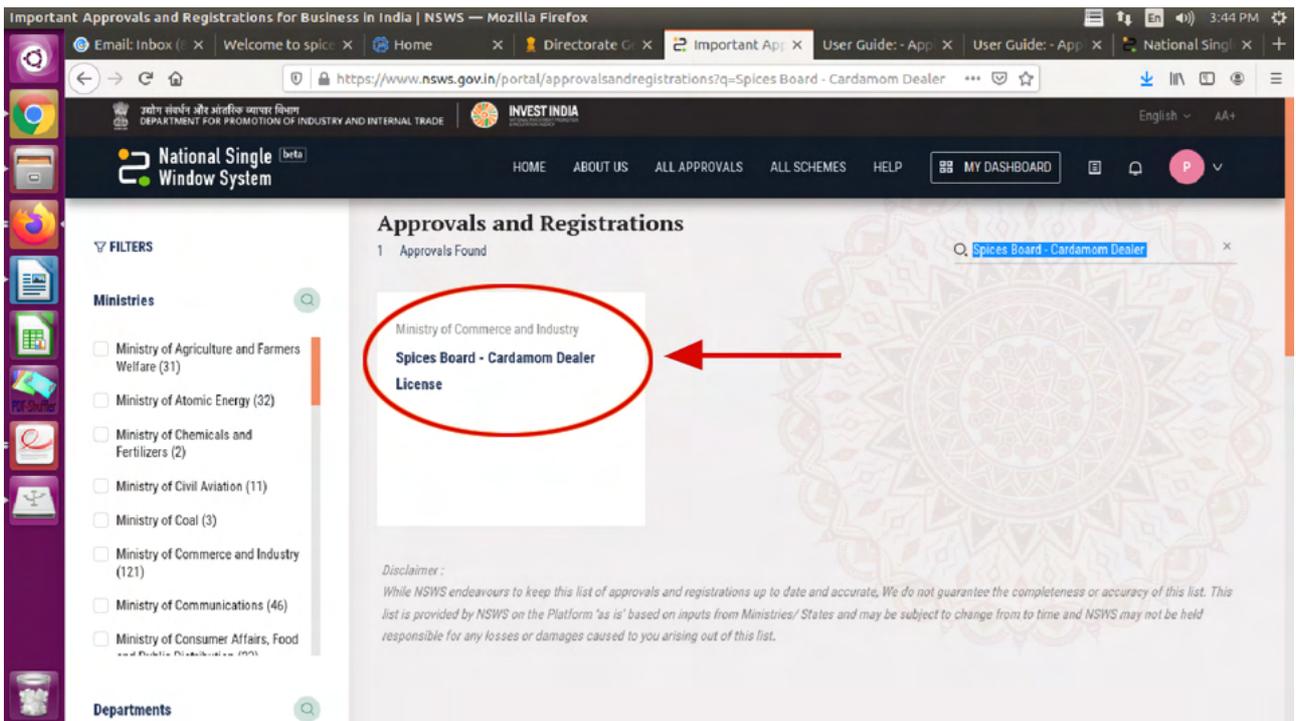
| Approval Name                          | Applied On | Assigned to                       | Application Status | Application Sub Status | Application Fee | Actions   |
|--|------------|-----------------------------------|--------------------|------------------------|-----------------|-----------|
| Spices Board - Cardamom Dealer License | -          | Ministry of Commerce and Industry | Not Applied        |                        | ₹ 11800         | Apply Now |

Your Single Window System ID  
SW6650664941

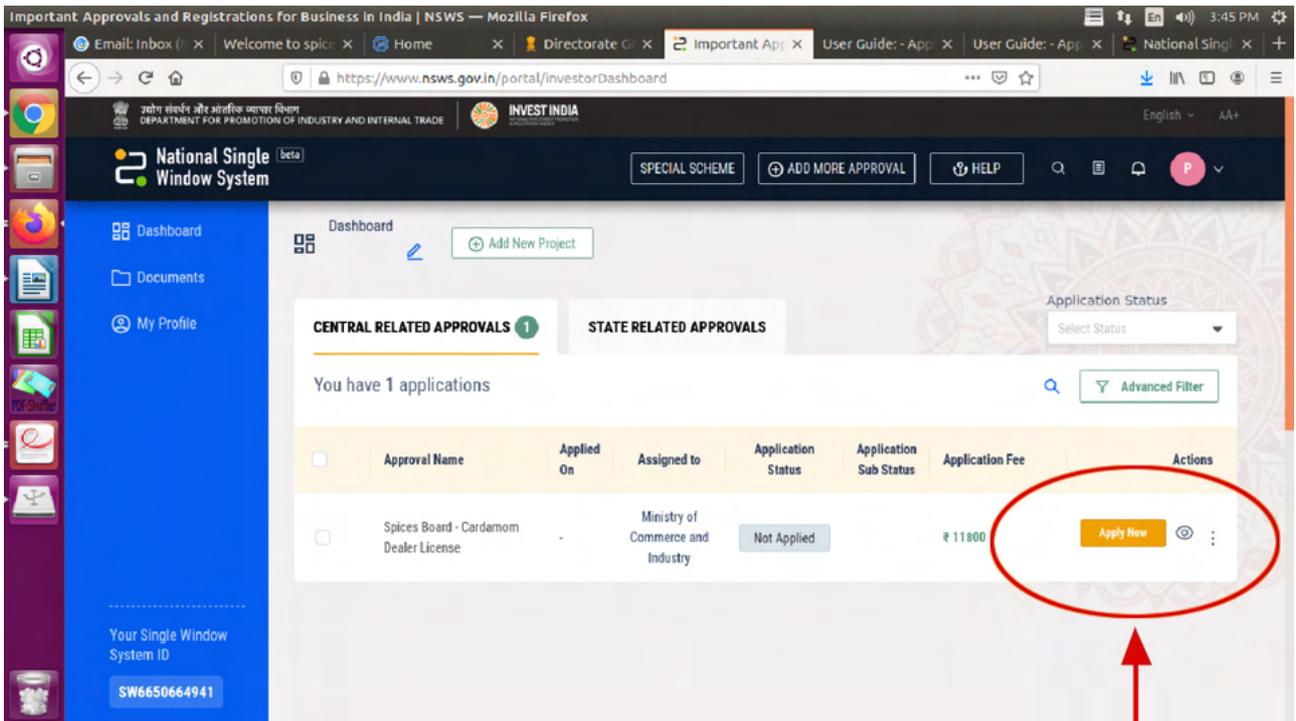
Select Add More approval >>> Central approval



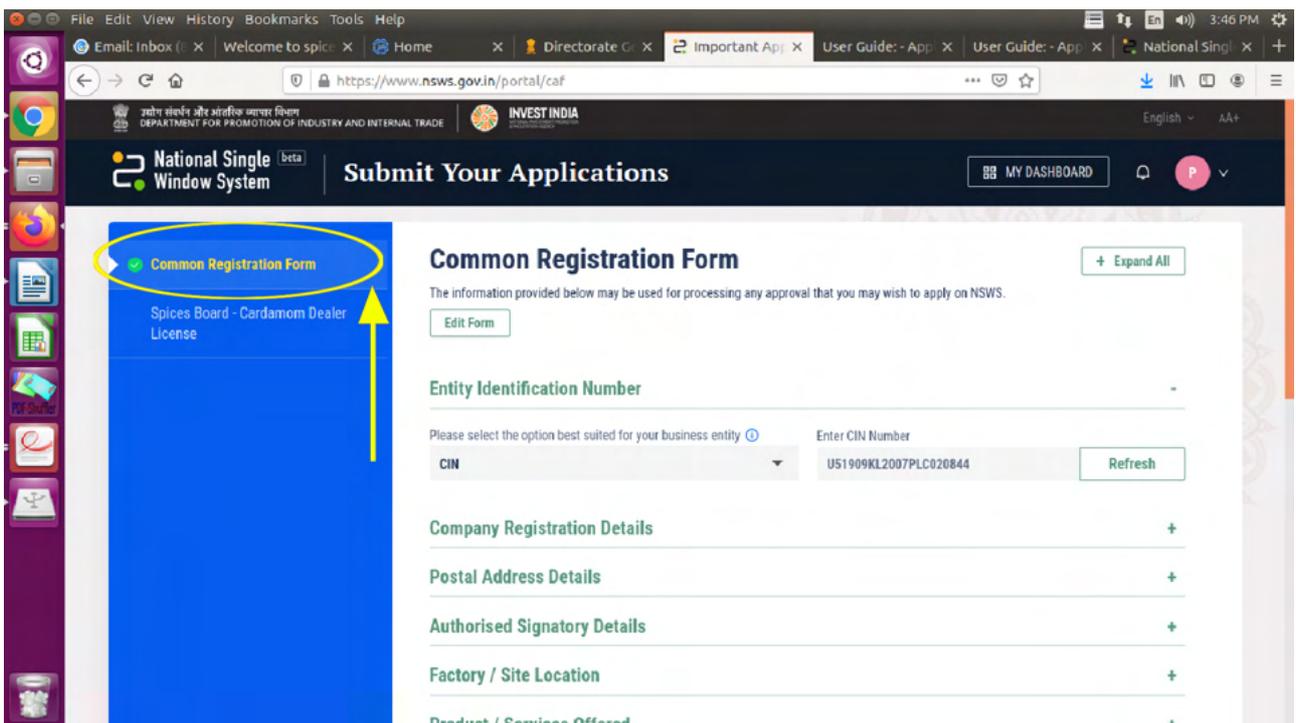
Type Spices Board - Cardamom Dealer in the search bar



Click on Spices Board – Cardamom Dealer License >> Add to my approvals



Click on Apply Now



Fill up Common Registration Form (CRF) Refer manual Apply for Selected Approval in NSW portal

Upon completion of CRF, please select Cardamom Dealer Licence

Important Approvals and Registrations for Business in India | NSWS — Mozilla Firefox

Email: Inbox (1) x Welcome to spic... x Home x Directorate G... x Important App... x User Guide: - App... x User Guide: - App... x National Singl... x

https://www.nsws.gov.in/portal/caf 80%

DEPARTMENT FOR PROMOTION OF INDUSTRY AND INTERNAL TRADE INVEST INDIA English AA+

National Single Window System (beta) Submit Your Applications MY DASHBOARD

Common Registration Form

Spices Board - Cardamom Dealer License

### Spices Board - Cardamom Dealer License

Form - Application for Dealer License [+ Expand All](#)

**Application Details**

Type of Application \*  Type of Cardamom \*  Small Cardamom  Large Cardamom

**Personal Information** +

**Address of Principal / Registered Office** +

**Organisation Detail & Details of Contact Person** +

**Storage Facilities - Type (Godown)** +

**Tax Registration** +

**Other Detail** +

**Documents Required - All Applicants** +

**Declaration** +

**Pointwise steps to be followed for filing application for  
Cardamom Dealer License (CDL)**

| Point   | Step to be followed                                    | Instruction                 |
|---|--|-----------------------------|
| <b>APPLICATION DETAILS</b>  |  |                             |
| Type of Application   | Select Fresh   |                             |
| Type of Cardamom  | Select appropriate cardamom                            |                             |
| <b>PERSONAL INFORMATION</b>                                       |  |                             |
| Name of the Person/ firm  | Auto populated from Common Registration Form (CRF)     |                             |
| Passport size photo of CEO or the designated officer of the firm* | Pl upload the Authorised Signatory Photo               | Upload photo in JPEG format |
| <b>ADDRESS OF PRINCIPAL / REGISTERED OFFICE</b>                   |  |                             |
| District  | Select appropriate district                            |                             |
| Proof of address  | Please upload the proof                                | Uploaded in pdf format      |
| Mobile Number & email Address                                     | Authorised Signatory's details may be given            |                             |
| <b>Organisation Detail &amp; Details of Contact Person</b>        |  |                             |
| Constitution of the Organisation*                                 | Select appropriate                                     |                             |
| Date of incorporation & PAN                                       | Auto Populated   |                             |
| Self attested copy of PAN*  | Please upload the copy of PAN Card                     | Uploaded in pdf format      |
| Name of the Authorized Representative*                            | Please enter the details & Designation & Mobile number |                             |
| Storage Facilities - Type (Godown)                                | Please fill all the details and upload the documents   | Uploaded in pdf format      |

|  |  |   |
|--|--|---|
| Tax Registration   | Please fill all the blank fields and       |   |
| Documents Required - All Applicants  |  |   |
| Self attested copy of Latest GST Return*   | Upload.                                    | If new company, may upload a declaration in the letter head duly signed by the authorised representative and upload   |
| Self attested copy of License Issue by Local Administration for conducting Cardamom trade* | Upload                                     | If not applicable please upload a declaration   |
| Self attested copy of Bank Report*   | Upload                                     | Upload PDF. Format can be downloaded from <a href="https://indianspices.org.in/CRES_new/e-r-o/exporters-registration/form/document_details.php">https://indianspices.org.in/CRES_new/e-r-o/exporters-registration/form/document_details.php</a> |
| <b>Audited Balance Sheet (Last 3 Financial year)</b>                                       | Please Click Add Group for two more years  | If the firm is new a declaration may be uploaded  |
| Acknowledgment of IT Returns (last 3 AY)   | Please Click Add Group for two more years  | If the firm is new a declaration may be uploaded  |
| Declaration  | Please click on the Box                    |   |
| Review & Submit  | Please click for submission of application |   |