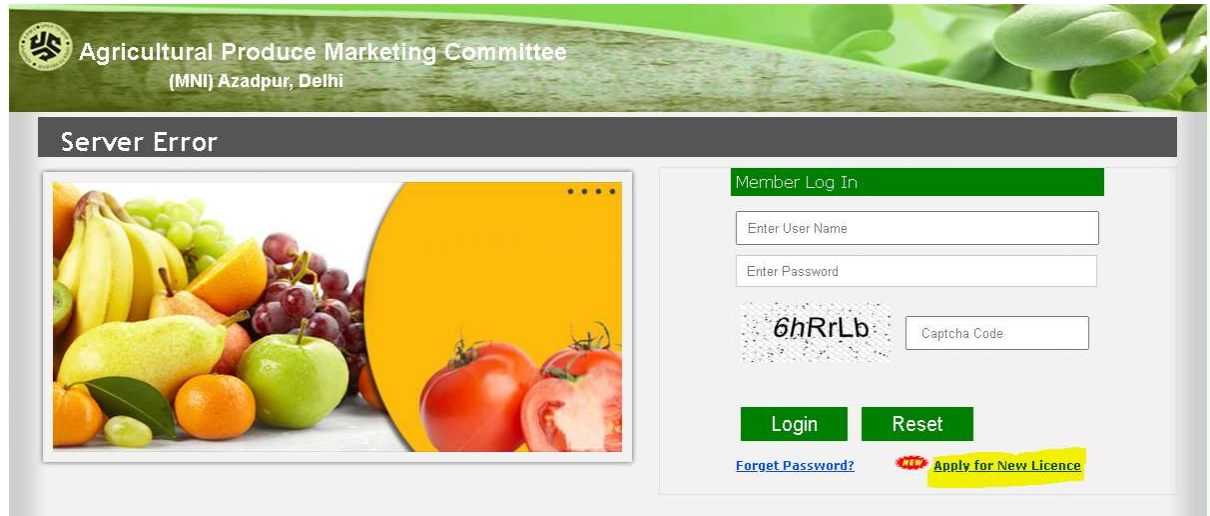


Apply For New Licence Workflow

1. Click on Apply For New Licence link to create/submit an application for New Licence.



Agricultural Produce Marketing Committee
(MNI) Azadpur, Delhi

Server Error

Member Log In

Enter User Name

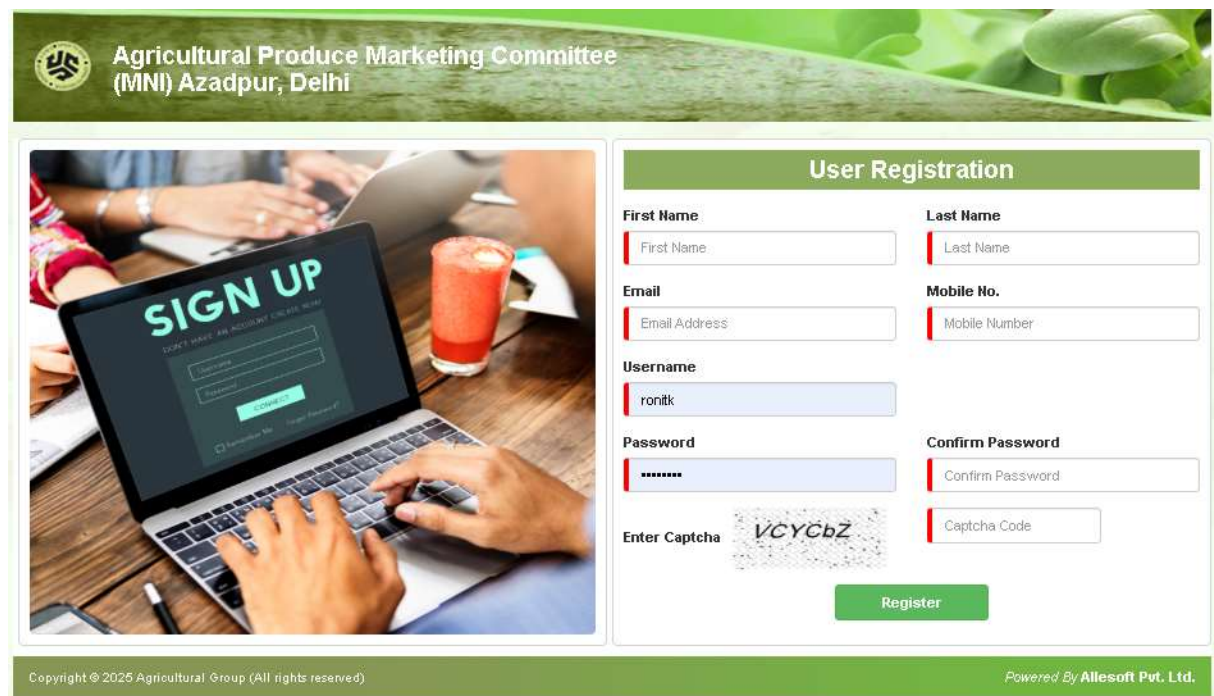
Enter Password

6hRrLb Captcha Code

Login Reset

[Forget Password?](#) [Apply for New Licence](#)

2. Fill the registration Form given below. The textboxes with Red marks are mandatory.



Agricultural Produce Marketing Committee
(MNI) Azadpur, Delhi

User Registration

First Name Last Name

Email Mobile No.

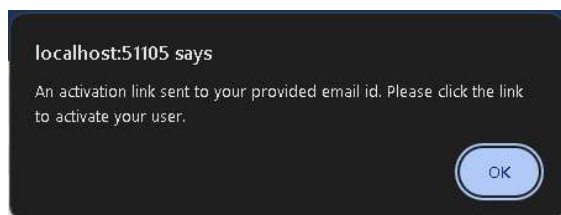
Username Password Confirm Password

Enter Captcha VCYCbZ Captcha Code

Register

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3. User will fill all the information given above. Upon clicking on the Register button, a user activation email would be sent to email id mentioned by the user. User would get this below message stating the same.



4. User would get below user activation email. User would click on the **Click Here** link highlighted in below screenshot.

Dear Abhishek Sharma,

Thank you for registering with APMC Azadpur.

Please complete your registration process by clicking on the below provided link. Post activation you can apply for new licence. This link will be valid only for 7 days.

Click Here

Please use below credentials for login after activation.

Username: abhisheks

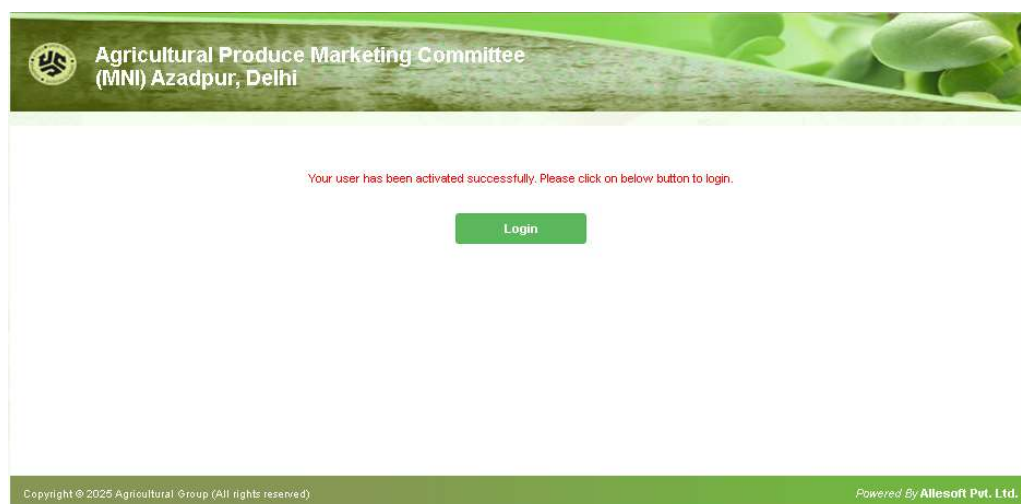
Please note, the above credentials are temporary. You would be notified about the permanent user id upon issuance of the licence number.

Best Regards

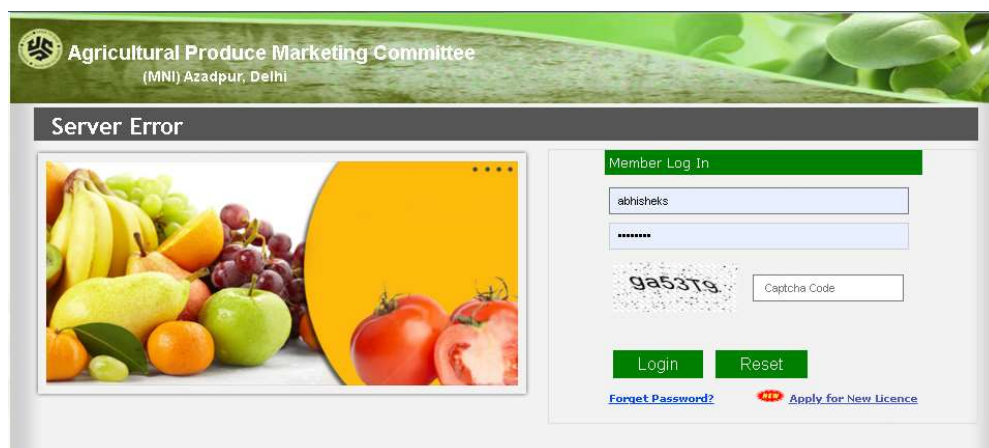
APMC Azadpur

This is system generated email. Please do not respond to this email.

5. After clicking on the Click Here link, user would be redirected to below screen and activates the user.



6. Click on Login button for login. It would redirect the user to login screen. Enter the user name and password.



7. After login user would see below screen.



8. Click on Personal Detail link to view the Personal Details

The screenshot shows the 'Update User's Information' form. The form fields are as follows:

Update User's Information	
First Name *	Abhishek
Last Name *	Sharma
Email ID *	XXXX@gmail.com
Mobile No. *	9810098100
Address *	<input type="text"/>
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

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9. Click on the New Licence to apply for new licence. It will show below instructions to fill the Application form.

The screenshot shows an 'Instruction' window with the following content:

Instruction

To obtain a new license for an Agricultural Produce Market Committee (APMC), you will need to follow a set procedure governed by the APMC Act and rules. Here's a general guideline:

- 1. Eligibility Criteria**
 - Being an Indian citizen or a registered business entity.
 - Having experience in trading or dealing in agricultural produce.
 - Meeting financial requirements (e.g., solvency certificate).
- 2. Required Documents**
 - Proof of identity (Aadhar Card, PAN Card, etc.).

10. Scroll down to click OK button. After clicking Ok button, user will see below window. Select the required information and click on Submit button.

New Licence

Licence Category

A

Licence Type

Principal

Market

Azadpur

Submit

11. After clicking submit button, user would see below screen. Applicant has to fill his personal details here. Applicant needs to provide the details given below. The textboxes with Red marks are mandatory.

Agricultural Produce Marketing Committee

(MNI) Azadpur, Delhi

Welcome : ABHISHEK SHARMA

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Applicant's Details

Step 1 of 4

Applicant Details

Username

abhisheks

Status

In Progress

First Name

Abhishek

Last Name

Sharma

Father/Husband Name

Father/Husband Name

Upload Photo

Choose File No file... hosen

Upload Signature Photo

Choose File No file... hosen

Email

sklakhivai@gmail.com

Mobile No.

9810098100

Home Address

Address Line 1

State

Select State

Pincode

Pincode

Save Draft

Next

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Applicant can use the Save Draft feature for saving the information and complete the remaining information later. After filling the information click Next button.

12. Upon clicking Next, below screen comes. Applicant would fill the business related information here.

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Business Details

Step 2 of 4

25%

Applicant's Business Details

Business/Firm Name

Ram Lal and Sons

Is Firm Registered?

☒

Shop No.

A 256

Prop./Manager Name

Rakesh Gupta

State

DELHI

Pincode

110011

Ownership

Proprietor

Applicant needs to fill the business details.

Applicant needs to select the Ownership i.e. Proprietor or Partners. Once Partners option is selected then, Applicant needs to fill the Partners Details in the below section. Partners could be more than one. In partners list the total of share percentage must be equals to 100 percent. Below screenshot shows the Partners section.

Name of the Partners						
#	Name	Father/Husband Name	Full Address	Share %	Photo	Sign Photo
	<input type="text" value="Name"/>	<input type="text" value="Father/Husband Name"/>	<input type="text" value="Full Address"/>	<input type="text" value="Share"/>	<input type="text" value="No f...sen"/>	<input type="text" value="No fil...osen"/>
1	Sanjeev Kumar	Rajesh Kumar	New Delhi	100		

Applicant needs to enter the details and click on Save button. Please note, all the information are mandatory. Once applicant click on Save button, the data would be saved and list down in to the table below as shown above. Applicant can edit and delete the information, by selecting edit or delete button for selected row. Applicant can view uploaded photo or signature photo by clicking on the image icon.

Along with Partners, Applicant needs to provide the Business Associates details, if any.

Names of other Business Associates				
#	Name	Father/Husband Name	Full Address	Photo
	<input type="text" value="First Name"/>	<input type="text" value="Father/Husband Name"/>	<input type="text" value="Full Address"/>	<input type="text" value="No f...sen"/>
1	Ram Kumar	Shyam Kumar	Azadpur, New Delhi	

After filling the above details Applicant would click on Next button. On next, applicant needs to upload the required documents for the licence.

Agricultural Produce Marketing Committee (MNI) Azadpur, Delhi

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Document Details
Step 3 of 4

50%

Document Upload

#	Document Name	File
	<input type="text" value="Select Document"/>	<input type="text" value="No file chosen"/>
1	Affidavit/Undertaking	

On completion of each section, the progress bar showing on the top increases, which would show the percentage completion of your licence application.

Applicant needs to fill the answers for the questions mentioned below, if applicable.

Other Details

Has the applicant or, where the applicant is a firm has any member thereof, single or in collaboration with anybody else, been granted a dealer's licence in any market area in the National Capital Territory of Delhi and has such licence been suspended or cancelled? If so, when for what period and for what reasons?

Has the applicant or any of his partners been declared insolvent in the past? If so has the insolvency been discharged?

Has the applicant or any partners been convicted of any offences relating to his business in the past two years? If so, nature of offence and the punishment awarded.

Has the applicant or any partner is also proprietor partner in any other licenced firm? If so, the details should be furnished thereof.

On clicking the next button, Applicant would see the review form. Here Applicant can validate the information entered so far. Applicant has to validate all the information.

Application Review

Step 4 of 4

75%

Application Overview

Status: In Progress


FORM A


[See rule 15 (2)]


APPLICATION FOR LICENCE CATEGORY A,B,C,D AND E

To

The Secretary,
Agricultural Produce Marketing Committee,
New Fruit Market, Phase-11, Sarai Pipal Thala,
Azadpur, New Delhi 110033,







Sir,

The particulars of my business are given below:-

1. Name of the applicant with full address
(i) Residential:- **Abhishek Sharma, Home Address 6-110011**
(ii) Business:- **A, 256, 6-110011**

2. Place of business for which licence is applied for (give the name or number of the building and the name or number of street or other description sufficient to identify the premises).
Ram Lal and Sons, A, 256, 6-110011

3. If the applicant is a firm, or a Hindu-Joint-Family Firm, or otherwise constituted and it has been registered or not?
Yes

4. If the applicant is a firm, give the names of all persons constituting the firm with percentage, residence and address.

S.No.	Name	Share %	Father/Husband Name	Address
1.	Rajesh Kumar	100.00	Sanjeev Kumar	New Delhi



Accountant
Marketing Committee

Report of Secretary of Marketing Committee

The grant of licence is recommended; or
The grant of licence is not recommended for the following reasons:-

Secretary
Marketing Committee

This is a digital document and does not require signature.

Sr. No.	Document Name	File
1	Affidavit/Undertaking	 

Review Comments

Date	Status	Created By	Comments
12/01/2025 6:05 PM	In Progress	Abhishek Sharma	New Licence User Registered

☐ I hereby declare that the personal details and information provided in this form are true, accurate, and complete to the best of my knowledge and belief. I understand that any false, misleading, or incomplete information submitted may result in disqualification or legal action. I accept full responsibility and liability for the accuracy of the information provided and agree to promptly notify APMC of any changes or corrections to my submitted details.

Previous

Download

Submit

Home

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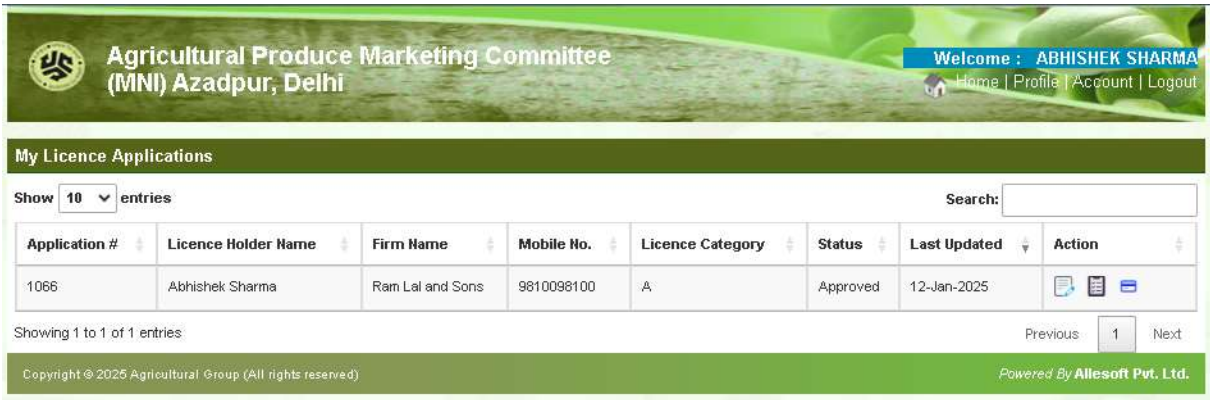
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Applicant can download the form for his reference. This form would be submitted to APMC for further processing. Along with the form, applicant can view the document uploaded section and Review comment history for his easy reference.

Once application is reviewed and approved, the applicant login into the portal with his credentials. He would see below landing page.



Applicant click on the My Licence Applications link. Upon clicking on the link, he would be redirected to below screen.



In this page, the applicant can see his all the submitted applications. In the Action column, there are 3 columns showing, Edit/View to view the application, View History to view the submission history and Pay Licence Fee to pay the licence fee.

Upon clicking on the Pay Licence Fee icon button, the applicant would be redirected to below page.

Agricultural Produce Marketing Committee
(MNI) Azadpur, Delhi

Welcome : ABHISHEK SHARMA
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Miscellaneous types of fee Payment Details

Payment Head	Amount	Remarks	Order No. with Date
Bank Charges :	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>
Interest :	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>
Licence Fee Renewal :	<input type="text" value="100.00"/>	<input type="text"/>	<input type="text"/>
Penalty :	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>
Phar Charges :	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>
Water Bill :	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>
Market Fee Arrear-Old (Demand Assessment-Before 2013) :	<input type="text" value="0"/>	<input type="text" value="12-01-2025"/> To <input type="text" value="12-01-2025"/>	<input type="text"/>
Market Fee Arrear (Demand Assessment) :	<input type="text" value="0"/>	<input type="text" value="12-01-2025"/> To <input type="text" value="12-01-2025"/> Search	<input type="text"/>
Market Fee Difference :	<input type="text" value="0"/>	<input type="text" value="12-01-2025"/> To <input type="text" value="12-01-2025"/> Search	<input type="text"/>
Total Amount :	<input type="text" value="100.00"/>	CALCULATE	

Payment Gateway and Charges

Bank of Baroda

- Net Banking Charge : Rs. 10/- (Each Transaction- For All Banks)
- Credit Card : 0.90%
- Debit Card : 0.70% (upto Rs. 2000/-) & 0.90% (above Rs. 2000/-)

ALLAHABAD BANK
A tradition of trust

- Net Banking Charge : Rs. 10/- (SBL,PNB,AXIS,ICICI,HDFC,BOB) Rs. 14/- (OTHER BANKS)
- Credit Card : 1.00%(VISA/MASTERCARD)
- Debit Card : As per RBI Rate

Union Bank of India

- Net Banking Charge : NIL
- Credit Card : 0.80%(Customer)
- Debit Card : NIL
- UPI : NIL

Payment Through Cheque

[Proceed to Payment](#)
[Please read terms & conditions before payment](#)

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After selecting the desired payment option, applicant would pay the licence fee and upon successful payment, applicant would see below success payment screen.

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Payment Successful

Your Payment has been Proceed! Details of the transaction are included Below :

Transaction Status : Payment Successful

Total Amount Paid : Rs. 100.00

Payment Date : 12-01-2025 11:05:58 PM

Transaction ID : 417191718556


Payment Mode : Credit Card

Payment Bank : NA

[PRINT](#)
[HOME](#)

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Once payment is done, the Pay Licence Fee icon replaced by the Payment Receipt icon, shown below. By clicking this icon, the applicant can download the Payment Receipt.


**Agricultural Produce Marketing Committee
(MNI) Azadpur, Delhi**

Welcome : ABHISHEK SHARMA
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My Licence Applications

Show **10** entries

Search:

Showing 1 to 1 of 1 entries

Previous

1

Next

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Once licence fee has been received by APMC, the reviewer would be notified via email. Now, APMC start processing the submitted file to APMC Administration department for further official work. Upon process and further approval, licence would be issued to the Applicant. The applicant would be notified via email upon issuance of the new licence along with issued licence digital copy.