

- **How do I Register my establishment under Maharashtra Shops & Establishment Act, 1948 ?**

Go to www.mcgm.gov.in or www.portal.mcgm.gov.in --> ONLINE Services --> Shops and Establishment --> Select **FORM A** [Apply Here](#)

- **How does the system work?**

1. Customer has to fill the application form with required details.
2. Scan and upload the documents
3. Pay to MCGM via online payment.

On successful payment, **receipt** will be delivered on the registered email ID
On **approval** of application, **Registration Certificate** will be delivered on employers email ID.

- **In case of incomplete documents are uploaded by the Applicant ?**
- If incomplete documents are uploaded by the Applicant then remarks for compliance will be send to employers email ID. If compliance is not done by employer wilthin 15 days , the application will be rejected.
After rejection, remarks with reason will be sent on applicants email ID.

In case of payment transaction is succesful but application number is not generated ?

- For payment Queries please contact on payment@mcgm.gov.in
- The amount will be automatically credited to your account in 4 days.

What browsers are supported?

- For optimal performance, we recommend Microsoft Internet Explorer 9.0 and above, Google Chrome and Mozilla Firefox.

Will I receive confirmation email my fees has been paid?

- Yes, you will receive payment receipt on email.

Will I able to print my payment receipt and certificate?

- Yes..

What if the website is down or for some reason i am unable to use this site?

- You can try again after some time.

What if my transaction fails mid-way?

- In such a case, the amount will get reversed to the source account. For payments made using credit card/debit card or net banking, the amount will get reversed within 4 business days

What is Document types allowed to upload?

- Supported document formats will be PDF, jpg, Jpeg, .png **(The size of file upto 2 mb is allowed)**

What modes of payment are available?

- MCGM has following comprehensive range of payment modes to facilitate e payment:
Credit Cards
Debit Cards
Net Banking (Approximately 70 banks enabled)

Whether the registration is require to Dispensary of Doctor ?

No. (Judgement Devendra Surti v State of Gujrat, 1969 II LLJ 116 (SC), 1969 I SCJ 252)

Whether the registration is require to Office of Chartered Accountant ?

The Court Case is pending in Supreme Court..

Whether the registration is require to Factory, covered under Factory Act ?

No.

Whether the registration is require to the establishment is situated on Municipal Road, House Galli and Municipal Footpath ?

Registation certificate is not issued on **Municipal Road, House Galli and Municipal Footpath as per Circular NO. C**