

Easy Steps for the M&TP (P4) License application

P-4 (permit for possession of special denatured spirit in bulk quantity)

Step 1:- New User will enter his citizen user Login Credentials

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Govt. of NCT of Delhi

Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

ESCIMS
Excise Supply Chain Information Management System

Click Here to download Internet Explorer 8.0
Click Here to download Adobe Reader XI

Adobe Reader is required to view the content in pdf format.

Site best viewed in Microsoft Internet Explorer 8.0 in 1

User Login

Username: NEWUSER@GMAIL.COM
Password: *****

Submit Reset

Register | Forgot Password?

Please Click Here to view communications from Excise Department regarding Office Orders/Training Plan/ESCIMS Changes etc.
Click Here to view User Manual for Event Registration (Form 5, 6 & 14) through ESCIMS.
Click Here P-10 Premise List
Click Here for feedback

Step 2:- After login user will select “Apply License” option in the License Menu

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Manage Profile | Change Password | Log Out

Welcome NITIN PAWAR
NITIN PAWAR, CITIZEN
Last Login : 28/4/2023 1:32 PM IST
Password Expires : 1/1/2023
Session timeout in : 19 : 52

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11

Reports | View L7Z Details | Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

Upload Label Dtlis
M&TP Worklist
Dealer Registration
Apply Licence
Apply Renew
CL WorkList
HCR WorkList
Configure Manufacturer Details
View Uploaded Documents
Retail Vend/CSDIL30 Work List
Track Licence Application
Dealer WorkList
Wholesale Vend WorkList

WELCOME TO ESCIMS
ESCIMS
Excise Supply Chain Information Management System

Activate Windows

Step 3:- Fill the details as per step 4 below and submit, then Apply License Details form will open

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Manage Profile | Change Password | Log Out

Welcome ANKIT KUMAR
ANKIT KUMAR, CITIZEN
Last Login : 20/3/2023 6:38 PM IST
Password Expires : 1/1/2023
Session timeout in : 19 : 52

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11


Reports | FAQs & Manuals | Luxury Tax Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

Apply Licence


Category: --Please Select--
Licence Type: --Please Select--
Licence Description:
Excise Year: --Please Select--

Submit Cancel

Step 4:- Select Category= 'M&TP', License Type = 'P4', Excise Year= 2023-2024

		Manage Profile Change Password Log Out					
Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi							
Welcome NITIN PAWAR NITIN PAWAR, CITIZEN Last Login : 1/5/2023 12:19 PM IST Password Expires : 1/1/2023 Session timeout in 11 : 20							
Track Application	Licence ▾	Permit P-10A ▾	Grievance ▾	Duty Free Transport Permit ▾	Payments ▾	Permit P-10/P-10E ▾	Permit P-11 ▾
Reports ▾	FAQs & Manuals	Luxury Tax Registration ▾	Monitoring & Regulation ▾	Entertainment Tax ▾	Betting Tax License ▾	Raise Ticket	
Apply Licence							
Category		M & TP ▾					
Licence Type		P-4 ▾					
Licence Description		P-4 permit for possession of special denatured spirit in bulk quantity.					
Excise Year		2023-2024 ▾					
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>							


Step 5:- After Submission, Fill the application form for the Grant of License

		Manage Profile Change Password Log Out							
Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi									
Welcome DEEPAK GARHWAL DEEPAK GARHWAL, CITIZEN Last Login : 21/1/2014 7:07 PM IST Password Expires : 1/1/2023 Session timeout in 19 : 46									
Track Application	Licence ▾	Permit P-10A ▾	Grievance ▾	Duty Free Transport Permit ▾	Payments ▾	Permit P-10/P-10E ▾	Permit P-11 ▾	Reports ▾	FAQs & Manuals
Luxury Tax Registration ▾	Monitoring & Regulation ▾	Entertainment Tax ▾	Betting Tax License ▾	Raise Ticket					
APPLICATION FOR GRANT OF POSSESSION PERMIT IN FORM P-4 FOR THE YEAR 2023-2024									
<small>Fields marked with (*) are mandatory</small>									
Name of the Applicant(Vend/Manufacturer/Company) *					<input type="text"/>				
Name of Authorised Person *					<input type="text"/>				
Business Address(M.B.- Attested copy of house tax/rent receipt/proof of lawful possession of premise should be attached)									
Address Line 1 *		Address Line 2			<input type="text"/>				
City *		District *		--Please Select-- ▾					
State *		--Please Select-- ▾			Pincode *		<input type="text"/>		
Landline Number		Mobile Number *			<input type="text"/>				
Fax Number		Email ID			<input type="text"/>				
Residential Address									
Address Line 1 *		Address Line 2			<input type="text"/>				
City *		District *		--Please Select-- ▾					
State *		--Please Select-- ▾			Pincode *		<input type="text"/>		
Landline Number		Mobile Number *			<input type="text"/>				
Fax Number		Email ID			<input type="text"/>				
Trade/Occupation/Profession of the Applicant *					--Please Select-- ▾				
Whether the applicant is already engaged in any manufacturing industries*					<input type="radio"/> Yes <input type="radio"/> No				
Nature of Trade					<input type="text"/>				
Location of Premises									
Address Line 1 *		Address Line 2			<input type="text"/>				
City *		District *		--Please Select-- ▾					
State *		--Please Select-- ▾			Pincode *		<input type="text"/>		
Landline Number		Mobile Number *			<input type="text"/>				
Fax Number		Email ID			<input type="text"/>				
Whether the applicant is registered under the shops establishment act, if yes, attested copy to be filled*					<input type="radio"/> Yes <input type="radio"/> No				
Whether the applicant is registered with the value added tax department. If so, state the number*					<input type="radio"/> Yes <input type="radio"/> No				
VAT Number *					<input type="text"/>				
Whether the applicant is payer of income tax, if so, his permanent account number*					<input type="radio"/> Yes <input type="radio"/> No				
Permanent Account Number(PAN)*					<input type="text"/>				
Address of the premises to be used for the manufacturing purpose: document as in Business Address above attached; however, if the premises for the purpose of this column are the same as for Business Address this space may be left blank*					<input type="radio"/> Yes <input type="radio"/> No				
Address of the premises to be used for the manufacturing purpose*					<input type="text"/>				
Nature: Whether Proprietorship/Partnership/Society/Company, if partnership an attested copy of the premises deed on rupees three stamp paper; if private limited company, copy of memorandum and article of association; if society, copy of bye laws and list of members of should be enclosed*					--Please Select-- ▾				
Any other information considered relevant					<input type="text"/>				
<input type="button" value="Save"/> <input type="button" value="Edit"/> <input type="button" value="Submit"/> <input type="button" value="Cancel"/>									

Activate Windows
Go to Settings to activate Windows.

Activate Windows
Go to Settings to activate Windows.

Step 6:- Press Save Button after filling all Mandatory Details, the ARN number will generated



Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Welcome DEEPAK GARHWAL
DEEPAK GARHWAL, CITIZEN
Last Login : 21/11/2014 7:07 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 48

Track Application

Luxury Tax Registration

Licence

Monitoring & Regulation

Permit P-10A

Entertainment Tax

Grievance

Excise Tax

Duty Free Transport Permit

Betting Tax License

Payments

Raise Ticket

Permit P-10/P-10E

Permit P-11

Reports

FAQs & Manuals

Application saved successfully against the ARN: ARN0000079173
Please add the material details using 'Add Raw Material Details' Link.

APPLICATION FOR GRANT OF POSSESSION PERMIT IN FORM P-4 FOR THE YEAR 2023-2024

Fields marked with (*) are mandatory.

Name of the Applicant(Vend/Manufacturer/Company) *		MEHTA COMPANY	
Name of Authorised Person *		ANIL MEHTA	
Business Address(N.B.- Attested copy of house tax/rent receipt/proof of lawful possession of premise should be attached)			
Address Line 1 *	DELHI	Address Line 2	
City *	DELHI	District *	EAST DELHI
State *	ANDHRA PRADESH	Pincode *	110001
Landline Number		Mobile Number *	1111111111
Fax Number		Email ID	
Residential Address			
Address Line 1 *	DELHI	Address Line 2	
City *	DELHI	District *	DELHI
State *	JAMMU AND KASHMIR	Pincode *	110002
Landline Number		Mobile Number *	2222222233
Fax Number		Email ID	
Trade/Occupation/Profession of the Applicant *		Homeopathic Chemist	
Whether the applicant is already engaged in any manufacturing industries*		<input checked="" type="radio"/> Yes <input type="radio"/> No	
Nature of Trade		JO INDUSTRIAL TYPE	
Fax Number		Email ID	
Trade/Occupation/Profession of the Applicant *		Homeopathic Chemist	
Whether the applicant is already engaged in any manufacturing industries*		<input checked="" type="radio"/> Yes <input type="radio"/> No	
Nature of Trade		JO INDUSTRIAL TYPE	
Location of Premises			
Address Line 1 *	DELHI	Address Line 2	
City *	DELHI	District *	DELHI
State *	ARUNACHAL PRADESH	Pincode *	110001
Landline Number		Mobile Number *	2222222255
Fax Number		Email ID	
Whether the applicant is registered under the shops establishment act, if yes, attested copy to be filled*		<input checked="" type="radio"/> Yes <input type="radio"/> No	
Whether the applicant is registered with the value added tax department. If so, state the number*		<input checked="" type="radio"/> Yes <input type="radio"/> No	
VAT Number *	DFGDF		
Whether the applicant is payer of income tax, if so, his permanent account number*		<input checked="" type="radio"/> Yes <input type="radio"/> No	
Permanent Account Number(PAN)*	KLP10AP123		
Address of the premises to be used for the manufacturing purpose: document as in Business Address above attached. However, if the premises for the purpose of this column are the same as for Business Address this space may be left blank*		<input checked="" type="radio"/> Yes <input type="radio"/> No	
Nature: Whether Proprietorship/Partnership/Society/Company, if partnership an attested copy of the premises deed on rupees three stamp paper. If private limited company, copy of memorandum and article of association, if society, copy of bye laws and list of members of should be enclosed *		Sole Proprietor	
Any other information considered relevant		NO	

Note: Please add the Raw Material Details using the above link before submitting the Application

[Add Raw Material Details](#)

Activate Windows
Go to Settings to activate Windows.

Activate Windows
Go to Settings to activate Windows.

Step 7:- Now click on link present below "Fill Raw Materials Details" after filling the form Save the Raw Material Detail & Close the form



Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Note: Please enter 0 in case of annual/ one-time quota/ quantity/ weight etc. is not applicable

Save Raw Materials Details

Raw Materials Against Current Application

S.No.	Excise Year	Raw Material Name	Annual Limit	One Time Limit	Quantity	Balance Quota	Select
No data Exist							

Add New Raw Materials

Raw Material Name	Annual Limit	One Time Limit	Quantity	Select
--Please Select--				<input type="checkbox"/>

Step 8:- Now Submit Application Form for the Grant of License by pressing Submit Button

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Welcome ANKIT KUMAR
ANKIT KUMAR, CITIZEN
Last Login : 20/3/2023 6:38 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 33

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11 | Reports | FAQs & Manuals | Luxury Tax Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

Print Application and Checklist

Application is Successfully Submitted
Application Reference No. : ARN0000079099
A Copy of Application Form has been sent to the registered email ID

Note: Date of application will be reckoned from the date of submission of the complete documents in the Excise Department.

[Print Application Form and Checklist](#)

Step 9:- Your Application is submitted successfully to Department for approval

Step 10:- After approval from all Department Level email intimation will be received on registered email then respective ARN will be visible under M&TP Worklist for Payment

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Welcome ANKIT KUMAR
ANKIT KUMAR, CITIZEN
Last Login : 27/4/2023 3:52 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 50

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11 | Reports | FAQs & Manuals

Luxury Tax Registration | View LZJ Details | Entertainment Tax | Betting Tax License | Raise Ticket

Upload Label Dtls
M&TP Worklist
Dealer Registration
Apply Licence
Apply Renew
CL WorkList
HCR WorkList
Configure Manufacturer Details
View Uploaded Documents
Retail Vend/CDL30 Work List
Track Licence Application
Dealer WorkList
Wholesale Vend WorkList

WELCOME TO ESCIMS
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Step 11:- Click on the ARN for making payment

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Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi

Welcome DEEPAK GARHWAL
DEEPAK GARHWAL, CITIZEN
Last Login : 15/2023 1:01 PM IST
Password Expires : 1/1/2023
Session timeout in 19 : 56

Track Application | Licence | Permit P-10A | Grievance | Duty Free Transport Permit | Payments | Permit P-10/P-10E | Permit P-11 | Reports | FAQs & Manuals

Luxury Tax Registration | Monitoring & Regulation | Entertainment Tax | Betting Tax License | Raise Ticket

M&TP Work List

Application Reference Number [Search](#) OR Applicant Name [Search](#)

S.No.	Applicant Name/Name of the Company	Applicant Address	Application Reference Number	Status	Licence Type	Application Type	Last Updated On (DDMM/YYYY)	Pending Since (In Days)
1	MEHTA COMPANY/JO INDUSTRIAL TYPE	DELHI, DELHI, ANDHRA PRADESH	ARN0000079173	Offer Letter issued and Payment Awaited	P-4	Fresh	01/05/2023	0

[Cancel](#)

Step 12:- Click on 'Make Payment', Payment gateway will get opened for processing

The screenshot shows the user interface of the Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi. The user is logged in as DEEPAK GARHWAL. The page displays the following details:

Licensee Details			
Application Reference Number	ARN0000079173	Status	Offer Letter issued and Payment Awaited
Applicant Name	MEHTA COMPANY	License Type	P-4
Business Address	DELHI,DELHI,EAST DELHI,ANDHRA PRADESH		
Hours of Sale	10A.M. TO 7P.M.	Required FDR Amount	0.00

Payment Details			
License Fee(₹)	2000.00	Total Payment Amount(₹)	2000.00

Buttons: [Make Payment](#) [Cancel](#)

Step 13:- Download Payment Receipt after Successful payment

The screenshot shows the user interface after a successful payment. The user is logged in as ANKIT KUMAR. The page displays the following information:

NOTE : If amount has been deducted from your account and payment is still pending or failure Then Please use [Payments -> Track / Update Payment Status](#) Or contact with your respe

Payment Status

Payment Successful
Challan No is : 27042312448

Buttons: [Generate Acknowledgement](#)


Step 14:- After payment confirmation license will be granted by the Department and new License credentials For 'P-4 License' will be e-mailed to user's registered e-mail ID

Step 15:-Now Login with your New generated License Credentials

The screenshot shows the ESCIMS (Excise Supply Chain Information Management System) User Login page. The page includes the following elements:

- Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi
- ESCIMS logo and name.
- User Login form with fields for Username (P40238946) and Password (*****).
- Buttons: [Submit](#), [Reset](#).
- Links: [Register](#), [Forgot Password?](#)
- Footer links: [Click Here to view communications from Excise Department regarding Office Orders/Training Plan/ESCIMS Changes etc.](#), [Click Here to view User Manual for Event Registration \(Form 5, 6 & 14\) through ESCIMS.](#), [Click Here P-10 Premise List](#), [Click Here for feedback](#).
- Additional links: [Click Here to download Internet Explorer 8.0](#), [Click Here to download Adobe Reader XI](#).

Step 16:- Download the License letter for “P4 M&TP” License from ‘Print Letters’option under License Menu.

 delhi.gov.in Govt. of NCT of Delhi	Department of Excise, Entertainment & Luxury Tax, Govt. of Delhi	Manage Profile Change Password Log Out Welcome SHREE CHANDRA PHARMACY SHREE CHANDRA PHARMACY, WHOLESALE VEND Last Login : 28/4/2023 2:54 PM IST Password Expires : 1/1/2023 Session timeout in 19 : 53					
Track Application	Licence ▾	Grievance ▾	Payments ▾	FAQs & Manuals	Monitoring & Regulation ▾	DRF ▾	PERMIT FEE STATEMENT ▾
Raise Ticket							
<p align="center">Print Letters</p> <div style="border: 1px solid #ccc; padding: 5px;"><p align="center">Search Licence</p><p>Licence Id <input type="text"/> OR ARN Number <input type="text"/> Search</p></div> <p align="center">Cancel</p>							