

Renewal of License of Contractor under the Contract Labour Act (RE&CS) Act, 1970:

Procedure for Renewal:

Steps	Forms	Documents to be Attached	Fee	Timelines
Submit application for Renewal of license online for the Contractor	Online application form "Form VII"	*Follow Check List below	Online fee payment (As per the fee structure given below)	
Processing of Application by the Competent Authority	Will review the Online Application Form and Documents.	-	-	Within 7 Days from the date of Application Submission.
Issue of online renewal Certificate	Form VI	-	-	Deemed Registration at the end of 30 days from date of Application if no adverse orders passed.

System sends SMS to respective applicant at each progression. In case of any clarifications, the applicant is informed on actions to be taken and start date will be after all the clarifications have been received. Online application process requires no physical touch point.

Check List:

1. Form No.VII- Application for Renewal of License
2. Original License.

Fee Details:

Fees Structure for obtaining Registration Certificate		
<u>1</u>	5-20 Employees	₹ 265/-
<u>2</u>	21-50 Employees	₹ 400/-
<u>3</u>	51-100 Employees	₹ 570/-
<u>4</u>	101-200 Employees	₹ 900/-
<u>5</u>	201-400 Employees	₹ 1275/-
<u>6</u>	401 and Above Employees	₹ 1850/-

Step by Step procedural guidelines for Renewal under the Contract Labour Act (RE&CS) Act, 1970:

Application Submission Process: Step 1 to Step 3

Application Acceptance to Final Approval and Download of Registration: Step 4 to Step 5

Step 1: Create a Login Id & Password by registering on <http://labour.telangana.gov.in>

Step 2: Applicant will fill the Online Renewal Application and upload the requisite documents as per checklist.

Step 3: Fee would be calculated automatically and routed for Payment. After, payment user will be able to download the Acknowledgement Receipt.

Step 4: After payment, the Application would be assigned to the respective Competent Authority immediately on the basis of Jurisdiction laid in the online system.

Step 5: Competent Authority would go through the uploaded documents for reviewing and passing their comments if any. In case, if competent authority doesn't take any action within 30 Days then the application will be deemed approved. Once the application gets approved the Applicant through User Login will be able to download the Certificate.

Step by Step procedural guidelines for Renewal under the Contract Labour Act (RE&CS) Act, 1970:

