



**DEPARTMENT OF LEGAL
METROLOGY**

**USER MANUAL
(RENEWAL & AMENDMENTS)**

The On-line Renewal modules will help the user to get his Manufacturer/Dealer/Repairer licences every year.

After opening browser (Internet Explorer 9 or above) please enter the URL <http://www.emapan.karnataka.gov.in/> to open emapan website home page.



Please click on “Apply for Renewal of Licences” to open the following pages for applying for renewal





Click on respective links for Manufacturers, Dealers, Repairers to apply for Renewal to open the Login Page as shown below.



Login to the emapan website using the Login Credentials sent to each user's registered mobile number via SMS.

NOTE: If SMS has not been received please contact departmental HelpDesk.

Click on “Apply” link under ‘Apply for Renewal’ to open the next window:

The screenshot shows the 'Department Of Legal Metrology' website. The user is logged in as 'User Name: Name' with 'Designation:'. The page has a navigation menu on the left with options like 'Apply for Renewal', 'Apply for Renewal', 'Apply for Renewal', 'Notifications', and 'Application Status'. The main content area is titled 'Apply for Renewal' and contains a 'Renewal Details' form. The form has fields for 'Mobile No.' (1228007891) and 'E-mail' (lab@xyz.com). There are 'Apply' and 'Cancel' buttons. At the bottom, it says 'Best Viewed in Internet Explorer 9/Version 12(4x785 Driver Required)'.

Here each user can update his/her contact number & email address and then click on Apply button to open the next window:

Manufactures:

The screenshot shows the 'Application Details' form for a manufacturer. The application number is 12226 and the application name is 'Manufactures'. The application type is 'Renewal-application'. The form is titled 'SCHEDULE B (Rule rule 3(2)) FORM LR-2 [Application Form for Renewal License as Manufacturer of Weights and Measures under the Legal Metrology Act 2009]'. The form contains the following fields:

Name and complete address of the manufacturing concern for which renewal of license is desired	M/S. New Gemini Scales 301, C.C. Marjanath, No.18	Photo Choose File (to upload) Please Upload your latest Photo Caption: C.C. Marjanath
Manufacturing License Number	LAC-1010115_18	Photo Upload
Name(s) and address (s) along with their father's/husband's name of proprietor(s) and/or Partners and Managing Director(s) in the case of Limited Company	No.18, 4th Floor, 301	
a) Type of weights and measures which are manufactured as per license granted	Counter Scales, Dial Scales	
b) Do you Propose any charge	<input type="radio"/> Yes <input checked="" type="radio"/> No	
The logos/signs or trade marks used on weights and measures manufactured by you		
Details of workshop facilities available	Screen drivers, cutting Floor,	
Details of Production and Sales in Last one year	122	
Number and date of shop/establishment Registration Number	31/10/2018	
Registration number of VAT / Sales TAX/Professional Tax/ Income TAX	29340077095	
Date Of issue	31-10-2018	

At the bottom right, there is a 'Save' button.

Dealers:

1)

Application Details
 Application Number: 12937 Application Name: Dealers Application Type: Renewal/Amendment

SCHEDULE II
 [See rule 3(2)]
 FORM LD-2
 Application Form for renewal License as Dealers of Weights & Measures under the Legal Metrology Act 2009

1) Name of the establishment/shop/person seeking the renewal of license.	M/S.Soni Weighing Sys	Photo	<input type="button" value="Choose File (10.1 MB)"/> Please Upload your latest Photo
2) Dealer's License Number.	CLH/ACT/LPD/CR-1158	Caption	L.Shah.D.VayaB.L. P.D. SHAH
3) Date of establishment	23/04/2003		
4) Name (s) and address (es) along with their father's/husband's name of proprietor(s) and/or Partners and Managing Director(s) in the case of Limited company.	Mahabir place, Gurgaon		
5) The Registration Number of current shop/establishment/Municipal Trade License	NA		
Date of current shop/establishment/Municipal Trade License	23/04/2003		
6) Categories of weights and measures sold at present.	Electronic weighing Inst		
7) Registration Number of VAT/Sales Tax/Professional Tax/Income Tax.	VAT 29550604858		
8) Do you intending to import weights and measures etc. from places outside the State/Country? If so, indicate source of supply from the State(s)/Country(s)	<input type="radio"/> Yes <input checked="" type="radio"/> No		
8) Do you Propose any change	<input type="radio"/> Yes <input checked="" type="radio"/> No		
9) Date Of Issue	23-04-2003		

Repairers:

Department of Revenue
 Department of Legal Metrology
 User Name: (Required) Password: (Required)

1)

Application Details
 Application Number: 12910 Application Name: Repairer Application Type: Renewal/Amendment

SCHEDULE II
 [See rule 3(2)]
 FORM LD-2
 Application Form for renewal License as Repairers of Weights & Measures under the Legal Metrology Act 2009

1) Name and complete address of the repairing concern/person seeking renewal of the license.	M/S. Digi Service Sm. Dr. S. Mohan Babu, Sr	Photo	<input type="button" value="Choose File (10.1 MB)"/> Please Upload your latest Photo
2) Repairer's License Number.	CLH/ACT/LDR/CR-1124	Caption	S. Mohan Babu
3) Name(s) and address(es) along with their father's/husband's name of proprietor(s) and/or partners and Managing Director(s) in the case of Limited Company	No. 127, 7th Cross, Sr		
4) Registration Number and date of current shop/establishment/ Municipal Trade License	11/12-04		
5) Registration Number of VAT/Sales Tax/Professional Tax/Income Tax.	RAM NO-802P87802		
6) a) The type of weights and measures repaired as per license granted.	Electronic weighing In		
b) Do you propose any change.	<input type="radio"/> Yes <input checked="" type="radio"/> No		
7) Area in which you are operating	<input checked="" type="radio"/> Karnataka <input type="radio"/> Districts <input type="radio"/> Sub-Districts		
8) Have you sufficient stock of loan/test weights, etc?			
9) Please give details with particulars of stamping.			
10) Date Of Issue	28/02/2008 00:00:00		

NOTE:

- * Recent Photograph has to be uploaded mandatorily for all Manufacturers / Dealers / Repairers before saving the application.
- * In case of Manufacturers, the 'Details of Production & Sales in the last one year' has to be entered by the user before saving the application.
- * In case of Repairers, the 'Details of particulars of stamping' has to be entered by user before saving application.

After saving the application the cross mark (x) with red colour next to Fill Application will change to tick mark (✓) with green colour confirming the successful saving of application. Manufacturers:

Application Details
 Application Number: 12034 Application Name: Manufacturer Application Type: Renewal License

SCHEDULE B
 [See rule 2(2)]
 FORM LD-2
 [Application Form for Renewal License as Manufacturer of Weights and Measures under the Legal Metrology Act 2009]


1) Name and complete address of the manufacturing concern for which renewal of license is obtained	M/S. New Gemini Scale - 203, C.C.Haripurah, Gu.GP	Photo [Choose File] No file chosen Please Upload your latest Photo
Manufacturing License Number	LAC/20180010_15	Caption C.C.Haripurah
2) Name(s) and address (es) along with their father's/husband's name of proprietor(s) and/or Partners and Managing Director(s) in the case of Limited Company	No. 15, 4th cross, 4th	
a) Type of weights and measures which are manufactured as per license granted	Electronic Scales, Dial Sca	
b) Do you Propose any change	<input type="radio"/> Yes <input checked="" type="radio"/> No	
The measures or trade marks used on weights and measures manufactured by you		
Details of workshop facilities available	Screen drivers, Jetting, Piping	
Details of Production and Sales in last one year	222	
Number and date of the establishment Registration Number	31/03/2003	
Registration number of VAT / Sales Tax/Professional Tax/Income Tax	2000077000	
Date Of Issue	21-10-2003	

[Save](#)

Dealers:

Application Details
 Application Number: 12037 Application Name: Dealer Application Type: Renewal License

SCHEDULE B
 [See rule 2(2)]
 FORM LD-2
 [Application Form for renewal License as Dealers of Weights & Measures under the Legal Metrology Act 2009]

1) Name of the establishment/shop/person seeking the renewal of license	M/S. Sanku Weighing Sca	Photo [Choose File] No file chosen Please Upload your latest Photo
2) Dealer's License Number	CLM/GCT/1/PD/CR-1134	Caption L.Shah.D.road.2_P.D.Shah01
3) Date of establishment	23/09/2003	
4) Name (s) and address (es) along with their father's/husband's name of proprietor(s) and/or Partners and Managing Director(s) in the case of Limited company	Mohabir Plaza, Opposite	
5) The Registration Number of current shop/establishment/Municipal Trade License	nah	
Date of current shop/establishment/ Municipal Trade License	23/09/2003	
6) Categories of weights and measures sold at present	Electronic weighing (net)	
7) Registration Number of VAT / Sales Tax/Professional Tax/License Tax	VAT 20030404830	
8) Do you intending to import weights and measures etc. from places outside the State/Country? If so, indicate source of supply from the State(s)/Country(s)	<input type="radio"/> Yes <input checked="" type="radio"/> No	
b) Do you Propose any change	<input type="radio"/> Yes <input checked="" type="radio"/> No	
9) Date Of Issue	23-09-2003	

[Save](#)

Repairers:

Government Of Karnataka
Department Of Legal Metrology

User Name: [] Password: []

Change Request Details Change Record Logout

Apply for Renewal License

1) [Fill Application](#) [Upload Document](#) [Preview](#) [Submit](#)

Application Details

Application Number: 12910 Application Name: Repairer Application Type: Renewal License

SCHEDULE II
(See rule 1(2))
FORM LM-2

Application Form for renewal License as Repairers of Weights & Measures under the Legal Metrology Act 2009

1) Name and complete address of the repairing concern/person seeking renewal of the license: P/S. Digi Service Inc., Sri.S.Mohan Babu, No. Photo: [Choose File](#) No. f. open
File: Upload your latest Photo

2) Repairer's Licence Number: CLM/ACT/DR/CR-1124 Caption: S.Mohan Babu

3) Name(s) and address(es) along with their father's/husband's name of proprietor(s) and/or partners and Managing Director(s) in the case of Limited Company: No.127, 7th Cross, Rt. [Photo Upload](#)

4) Registration Number and date of current shop/establishment/ Municipal Trade License: 11/13-14

5) Registration Number of VAT/Sales Tax/CST/Professional Tax/Income Tax: PAN NO:EQ2PSE750Q

6) a) The type of weights and measures repaired as per licence granted: Electronic Weighing In

b) Do you propose any change: Yes No

7) Area in which you are operating: Karnataka Division Sub Division

8) Have you sufficient stock of loans/test weights etc? []

9) Please give details with particulars of stamping: []

10) Date Of Issue: 28-02-2009

[Save](#)

After successful submission of application as the user can preview the applied application by clicking on 'Preview' button.

Next click on 'Upload Documents' button to upload the necessary required documents of each manufacturers or dealers or repairers:

Manufacturers:

1) [Fill Application](#) [Upload Document](#) [Preview](#) [Submit](#)

Application Details

Application Number: 12926 Application Name: Manufacture Application Type: Renewal License

Upload Documents

Please Upload *.PDF Files And File size should be less than 10 MB.

Document Type	Browse File
Original Licence issued/renewed for the year 2015	Choose File No file chosen
Form LM4	Choose File No file chosen
Others	Choose File No file chosen

[Upload All Documents](#)

Dealers:

The screenshot shows a web application interface for dealers. At the top, there are navigation buttons: 'Fill Application' (with a green checkmark), 'Upload Document' (with a red cross), 'Preview', and 'Submit'. Below this is the 'Application Details' section with the following information:

Application Number	12937
Application Name	Dealers
Application Type	Renewal/Issuance

The 'Upload Documents' section contains the instruction: 'Please Upload *.PDF files And File size should be less than 10 MB.' Below this is a table with columns 'Document Type' and 'Browse File':

Document Type	Browse File
Form LG-4	Choose File No file chosen
Annexure E	Choose File No file chosen
VAT	Choose File No file chosen
Original Licence issued/renewed for the year 2013	Choose File No file chosen

At the bottom of the upload section is a button labeled 'Upload All Documents'.

Repairers:

The screenshot shows a web application interface for repairers. At the top, there are navigation buttons: 'Fill Application' (with a green checkmark), 'Upload Document' (with a red cross), 'Preview', and 'Submit'. Below this is the 'Application Details' section with the following information:

Application Number	12910
Application Name	Repairer
Application Type	Renewal/Issuance

The 'Upload Documents' section contains the instruction: 'Please Upload *.PDF files And File size should be less than 10 MB.' Below this is a table with columns 'Document Type' and 'Browse File':

Document Type	Browse File
Form LPA4	Choose File No file chosen
Annexure C	Choose File No file chosen
User Articles VC	Choose File No file chosen
Testing Equipment VC	Choose File No file chosen
Original Licence issued / renewed for the year 2015	Choose File No file chosen

At the bottom of the upload section is a button labeled 'Upload All Documents'.

After uploading the mandatory documents the cross mark (x) with red colour next to Upload Documents will change to tick mark (√) with green colour confirming the successful uploading of documents.

NOTE: After uploading the mandatory documents, the users can upload extra documents by clicking on 'Add Documents' link.

Manufacturers:

The screenshot shows the application portal for a Manufacturer. The application number is 12918. The application name is 'Manufacturer' and the application type is 'Renewal/Extension'. The 'View/Download Documents' section contains a table with 5 rows of documents. The 'Upload Documents' section includes a dropdown menu for document type and a file upload button.

Download	Document Type	Page Count	Delete
View Document	Form No. 1	1	X
View Document	Form No. 2	1	X
View Document	Form No. 3	1	X
View Document	Form No. 4	1	X
View Document	Form No. 5	1	X

Dealers:

The screenshot shows the application portal for a Dealer. The application number is 12917. The application name is 'Dealer' and the application type is 'Renewal/Extension'. The 'View/Download Documents' section contains a table with 4 rows of documents. The 'Upload Documents' section includes a dropdown menu for document type and a file upload button.

Download	Document Type	Page Count	Delete
View Document	Form No. 1	1	X
View Document	Form No. 2	1	X
View Document	Form No. 3	1	X
View Document	Form No. 4	1	X

Repairers:

The screenshot shows the application portal for a Repairer. The application number is 12916. The application name is 'Repairer' and the application type is 'Renewal/Extension'. The 'View/Download Documents' section contains a table with 5 rows of documents. The 'Upload Documents' section includes a dropdown menu for document type and a file upload button.

Download	Document Type	Page Count	Delete
View Document	Form No. 1	1	X
View Document	Form No. 2	1	X
View Document	Form No. 3	1	X
View Document	Form No. 4	1	X
View Document	Form No. 5	1	X

After successful saving of application form and uploading of documents click on the “payment “ button and confirm user details and amount need to pay

The screenshot shows a web browser window with the URL `localhost:2420/HomePage.aspx#`. The page header includes the logo of the Government of Karnataka and the text "Department Of Legal Metrology". The user is logged in as "User" with the name "S2021092". The page has a navigation menu on the left with options like "Apply for New License", "Apply for New Renewal License", etc. The main content area shows a progress bar with steps: "1) PF Application", "2) Upload Document", "3) Payment", and "4) Review". The "Payment" step is currently active. Below the progress bar, there are tabs for "Application Type", "Traders", "Apply for", and "New License". The "Payment Details" form contains the following fields:

Payment Details	
Name	Trish Weighing Service
Amount	10000
Head of Account	1475-00-126-0-00-000
Purpose	New License
Sub Purpose	Dues

A "Submit" button is located at the bottom of the form. At the very bottom of the page, there is a red banner with the text: "Before submitting the form please confirm you have read and understood all the system terms and conditions." The browser's address bar shows "localhost:2420/HomePage.aspx#".

Select the mode of payment and enter captcha details and submit.

Department - Google Chrome
Not secure | https://117.239.56.126/https/portal/Home/DepartmentPayment/tut/p/a1jZBP4HMwEMU_wewuRyoYG-hM8QpUoed55SMCpGfD8_umIN3DQ1d...
Contact Us | Email: K2.Helpdesk@karnataka.gov.in | K-II Application Helpline: 1800-425-4252 (Toll free), 9241-300-300

Treasury Unified Gateway

KHAJANE II
Integrated Financial Management
Finance Department, Government of Karnataka
"STATE BANK OF HYDERABAD"

Mode of Payment:

Enter CAPTCHA Code:

Copyright 2017. All rights reserved. india.gov.in This is the official website of Khajane II, IFMS, Government of Karnataka. Dist. Viewed in KII and above of resolution.

Example : Mode of payment -> e-payment

Department - Google Chrome
Not secure | https://117.239.56.126/https/portal/Home/DepartmentPayment/tut/p/a1jZBP4HMwEMU_wewuRyoYG-hM8QpUoed55SMCpGfD8_umIN3DQ1d...
Contact Us | Email: K2.Helpdesk@karnataka.gov.in | K-II Application Helpline: 1800-425-4252 (Toll free), 9241-300-300

Treasury Unified Gateway

KHAJANE II
Integrated Financial Management
Finance Department, Government of Karnataka
"STATE BANK OF HYDERABAD"

FROM 26-MAY-2017,05:30PM RESPECTIVELY ON ACCOUNT OF MERGER OF STATE BANK ASSOCIATES WITH STATE BANK OF INDIA."

Mode of Payment:

Type of E-Payment:

Payment Gateway/Participating Bank:

Enter CAPTCHA Code:

Copyright 2017. All rights reserved. india.gov.in This is the official website of Khajane II, IFMS, Government of Karnataka. Dist. Viewed in KII and above of resolution.

select payment mode on selected bank



Select and click on “pay” Button.



Login with customer id and password



Click on confirm button.



After confirmation you will get transaction successful confirmation page.



Then click on 'Submit' button to apply the application for renewal process & then logout from the website by clicking on 'Logout' link in the top right corner of the window