

NAVI MUMBAI POLICE COMMISSIONERATE (LICENCE BRANCH)

A) Issue of No Objection Certificates

1. Location Clearance of Theatre/Multiplex.

LAW/RULES :- Maharashtra Cinemas (Regulation) Rules 1966.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. I.O.D. issued by NMMC/PMC Bldg. Prop. Department.
2. Approved Plans approved by NMMC/PMC.
3. NOC issued by Fire Department.
4. Approved parking layout NMMC/PMC, Tr. & Co-ordination Department.
5. Plan of the proposed establishment showing no school, colleges, religions place within the radius of 61 mtrs.
6. Ownership documents - Property Card, Sale deed, Registered agreement.
7. NOC issued by PWD Dept.
8. NOC issued by Collector.

Conditions:-

- A. There should not be any legal objection.
- B. Applicant must be a suitable person.
- C. Place must be suitable from Law & Order Point.
- D. There should not be any litigation pending in the court of law.

2. Construction of Theatre/Multiplex.

LAW/RULES :- Maharashtra Cinemas (Regulation) Rules 1966.

Application :- Affix Rs. 5/- Court fee stamp.

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

- A. If there is no any change in proposal, all documents submitted by applicant at the time of location NOC are treated as valid.
- B. Copy of NOC of location. (If there is any changes in proposal then approved plans, PWD NOC, Fire Dept. NOC should be obtained.)

3. Redevelopment of Theatre and Multiplex

LAW/RULES :- Maharashtra Cinemas (Regulation) Rules, 1966

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. I.O.D. issued by NMMC/PMC Bldg. & Prop. Department.
2. Approved Plans approved by NMMC/PMC Bldg. & Prop. Department.
3. NOC issued by Fire Department.
4. Approved parking layout letter - Tr. & Co-ordination Department.
5. Approved parking layout plans.
6. Plan of the proposed establishment showing no school, colleges, religions place within the radius of 61 mtrs.
7. Ownership documents - Property Card, Sale deed, Registered agreement.
8. NOC issued by PWD Dept.

Conditions:-

- A. Applicant must be a suitable person.
- B. Place must be suitable.
- C. There should not be any litigation pending in the court.

4. Location of Natyagriha, Auditorium, Amusement Place

LAW/RULES :-

Rules for Licensing And Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement (including Melas and Tamashas Rules, 1999) and Amended Rules, 2001.

Application :- Affix Rs. 5/- Court fee stamp (3 set)

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. I.O.D. issued by NMMC/PMC Bldg. & Proposal Department.
2. Approved Plans approved by NMMC/PMC Bldg. & Prop. Department.
3. NOC issued by Fire Department.
4. Approved parking layout letter - Traffic & Co-ordination Department NMMC/PMC.
5. Approved parking layout plans - NMMC/PMC Traffic & co-ordination Dept.
6. Ownership documents - Property Card, sale deed, Registered Agreement etc.
7. NOC issued by PWD Dept.
8. Plan of the proposed establishment showing no school, college, Hospital, religious place.
9. NOC issued by Collector.

Conditions:-

- A. There should not be educational institution, religious place, hospital within radius & 75 mtrs.
- B. Proposed place shall not have been located in congested & thickly populated area.
- C. Proposed site must be located on a road having width of more than 10 mtrs.
- D. The applicant/owner must not have been convicted in any offence.
- E. No litigation - pending in court of law of the proposed premises.

B) Issue of Licences

1. Theatre/ Multiplex.

LAW/RULES :- Maharashtra Cinemas (Regulation) Rules 1966.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Occupation Certificate (OC) issued by NMMC/PMC.
2. NOC issued by Chief Fire Officer.
3. NOC issued by Electrical Inspector.
4. Certificate issued by Health Dept. of NMMC/PMC.
5. Certificate issued by PWD Dept.
6. Stability Certificate issued by Architect.
7. NOC issued by Telephone Dept.
8. NOC issued by Collector.

2. Video Cinema

LAW/RULES :- Maharashtra Cinemas (Regulation) Rule 1966,
Maharashtra Cinemas (Regulation) Act 1953.

Application :- As per Rule No. 24 - D - Form D- 1

Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Plan of the establishment & Nearby area.
2. Certificate issued by Electrical Inspector.
3. Certificate issued by P.W.D. Dept.
4. Certificate issued by NMMC/PMC Health Dept.
5. Certificate issued by Fire Dept.
6. Certificate issued by Collector of Thane/Raigad.
7. Ownership documents of premises.
8. NOC issued by residential peoples - Nearby.

Conditions:- As per Rule 24 I

1. The place where the video-cinemas intended to be exhibited shall be a separate enclosed space, the sea of which shall not be less than 40 square meters, and it should be on the ground floor only.
2. The enclosed space referred to in clause (1) shall be such that the exhibition of video-cinemas is not visible from outside and such enclosed space shall, as far as possible, be sound proof and height between the ground floor and ceiling should be of minimum 10 feet.

3. Not more than 30 persons shall be allowed in such enclosed space at a time:
Provided that, where such enclosed space is bigger than the minimum area as prescribed in clause (1), additional persons at the rate of one person per square meter shall be allowed, subject to a maximum number of 75 persons.
4.
 - (i) the distance between the television screen or any other screen used for exhibition of video-cinema and the front row of seats shall not be less than 1.80 meters;
 - (ii) the television set used for exhibition through the video cassette recorder, video cassette player or any other instrument shall be kept on a elevated fixed platform so as to be visible to the viewers sitting in the last row;
 - (iii) the size of the television screen or screen used for any other media shall not be less than 51 centimeters;
 - (iv) chairs with folding seats shall be provided in the enclosed space but they should be fixed with the floor. Sufficient space should be fixed with the floor. Sufficient space should be kept between the two rows of the seats but it should not be less than 30 cms. So as to allow free movement of viewers;
 - (v) the enclosed space shall be well ventilated by providing adequate number of ceiling fans, exhaust fans or installing air-conditioners;
 - (vi) there shall be separate exit and entrance to the enclosed space;
 - (vii) separate toilet facilities for gents and ladies shall be provided;
 - (viii) the licence shall provide adequate safety measures, such as first-aid-box and fire fighting equipments and water coolers etc.;
 - (ix) the licensee shall also produce a certificate from the Electrical Inspector of the area concerned to the effect that electrical fittings and wiring etc., in the enclosed space is in order and have been inspected and passed by him;
 - (x) the licensee shall take adequate precaution to ensure that the enclosed space is kept clean and tidy,
 - (xi) there shall be no smoking and serving of, or consumption of, alcoholic drinks in the enclosed space.
5. The licensee shall not commence exhibition of vide-cinema earlier than 10 a.m. and in no case video-cinema shall be exhibited after 11.30 p.m.
6.
 - i) the licensee shall not exhibit any projection of film which is certified as 'A' certificate film under the Cinematograph Act, 1952 (37 of 1952) when the assembly of viewers consists of persons below eighteen years of age;
 - ii) the licensee shall exhibit outside the enclosed space by placard or by any other means, information regarding the title of the film, nature of certificate issued by the Censor Board and other particulars such as, Producer, Director and important cast sufficiently in advance before the exhibition of the video-cinema show.
7. The licensee shall maintain a full and accurate record of total number of persons present as the time of each show. He shall also maintain and supply such other record and details pertaining to the video-cinema show held by him as the licensing authority may demand from him and shall abide by the directions issued by that authority from time to time.
8. The licensee shall obtain other necessary licenses as may be required under any other Central or State laws:
Provided that, provisions of clauses (1) to (3), sub-clauses (i), (iv) to (vii), (ix) and (xi) of clause (4), clause (5) and sub-clause (ii) of clause (6) shall not apply to the video-cinema exhibited in omnibuses.

Other Conditions:-

- A. No school, college, temple, religious place within the radius of 61 mtrs.
- B. Establishment shall not be situated in congested area.
- C. Applicant shall be a suitable person.

3. **Drama Hall/Auditorium**

LAW/RULES :-

1. The Maharashtra Police Act 1951 u/s 33,
2. Rules for Licensing and Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement- Rule 1999 & Amended Rules 2001.

Application :- Affix Rs. 5/- Court fee stamp.

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Plan of the premises sanctioned by NMMC/PMC & Prop. Dept.
2. NOC issued by Fire Dept.
3. Parking layout & plans approved by Traffic & Co-ordination Dept.
4. Certificate issued by P.W.D. Dept.
5. Occupation Certificate issued by NMMC/PMC & Prop. Dept.
6. Certificate issued by Electrical Inspector.
7. Certificate issued by NMMC/PMC Health Dept.
8. Telephone Bill/ Telephone Certificate.
9. Stability certificate issued by Architect.
10. Ownership documents - Property Card + agreement.
11. Details of proposal
12. Details of proposed appointed Manager.
13. NOC issued for construction.

Conditions:-

- A. Distance between proposed place & the religious place, hospital, educational institution shall be more than 75 Mtrs.
- B. Shall not have been located in congested area.
- C. The width of road to the proposed site shall be more than 10 Mtrs.
- D. Applicant shall not have been convicted in any offence.

4. **Video Game**

LAW/RULES :-

1. The Maharashtra Police Act 1951 u/s 33,
2. Rules for Licensing and Controlling Places of Public Amusements (Other than Cinemas) and Performances for Public Amusement- Rule 1999 & Amended Rules 2001.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Mumbai.

Required Documents:-

1. Plan of the premises drawn by Architect.
2. Certificate issued by Electrical Inspector.
3. Certificate issued by NMMC/PMC Health Dept.
4. NOC issued by Fire Dept.
5. NOC issued by Telephone Exchange.
6. NOC issued by the residential people nearby.

7. Ownership documents - agreement (Registered).
8. Affidavit regarding no gambling will be allowed.

Conditions:-

- A. The distance between the place & religious place, hospital, educational institution shall be more than 75 Mtrs.
- B. Place shall not be located in congested area.
- C. The proposed site must be located on a road having width more than 10 mtrs.
- D. Applicant shall not have been convicted in any offence.
- E. The distance between two machines shall be reflected in plan.
- F. In case of establishment situated on Mezzanine floor, NOC from Bldg. & proposal Dept. & Health Dept. shall be submitted.

5. Bowling Alley

LAW/RULES :-

1. The Maharashtra Police Act 1951 u/s 33,
2. Rules for Licensing and Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement- Rule 1999 & Amended Rules 2001.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Plan of the premises drawn by Architect.
2. Certificate issued by Electrical Inspector.
3. Certificate issued by NMMC/PMC Health Dept.
4. NOC issued by Fire Dept.
5. NOC issued by Telephone Exchange.
6. Ownership documents - agreement (Registered).

Conditions:-

- A. The distance between the place & religious place, hospital, educational institution shall be more than 75 Mtrs.
- B. Place shall not be located in congested area.
- C. The proposed site must be located on a road having width more than 10 mtrs.
- D. Applicant shall not have been convicted in any offence.
- E. The distance between two machines shall be reflected in plan.

6. Pool Table

LAW/RULES :-

1. The Maharashtra Police Act 1951 u/s 33,
2. Rules for Licensing and Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement- Rule 1999 & Amended Rules 2001.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Plan of the premises drawn by Architect.
2. Certificate issued by Electrical Inspector.
3. Certificate issued by NMMC/PMC Health Dept.
4. NOC issued by Fire Dept.
5. NOC issued by Telephone Exchange.
6. Ownership documents - agreement (Registered).

Conditions:-

- A. The distance between the place & religious place, hospital, educational institution shall be more than 75 Mtrs.
- B. Place shall not be located in congested area.
- C. The proposed site must be located on a road having width more than 10 mtrs.
- D. Applicant shall not have been convicted in any offence.
- E. The distance between two machines shall be reflected in plan.

7. Cyber Cafe/ Gaming Zone

LAW/RULES :-

1. The Maharashtra Police Act 1951 u/s 33,
2. Rules for Licensing And Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement- Rule 1999 & Amended Rules 2001
3. Rules for Notification of Cyber Cafe and Gaming Zone.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Plan of the premises drawn by Architect.
2. Certificate issued by Electrical Inspector.
3. Certificate issued by NMMC/PMC Health Dept.
4. NOC issued by Fire Dept.
5. NOC issued by Telephone Exchange.
6. Ownership documents - agreement (Registered).
7. Shops & establishment certificate issued by NMMC/PMC.
8. Proof Of IP Services provide by Authorized Dealer.
9. Proof of IP internet Connection Register.
10. Proof Of operating system and software provided by authorized dealer.

Conditions:-

- A. The distance between the place & religious place, hospital, educational institution shall be more than 75 Mtrs.
- B. Place shall not be located in congested area.
- C. The proposed site must be located on a road having width more than 10 mtrs.
- D. Applicant shall not have been convicted in any offence.
- E. The distance between two machines shall be reflected in plan.

8. Social Club/Card Room

LAW/RULES :-

1. The Maharashtra Police Act 1951 u/s 33,
2. Rules for Licensing and Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement- Rule 1999 & Amended Rules 2001.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Certificate issued by Electrical Inspector.
2. Plan of the premises drawn by Architect. No. of Tables & Chairs & their distance.
3. Certificate issued by NMMC/PMC Health Dept.
4. NOC issued by Fire Dept.
5. NOC issued by Telephone Exchange/Telephone Bill
6. Ownership documents - Agreement, NOC from owner.
7. Registration certificate issued by Dharmaday Aayukta.
8. Affidavit regarding gambling not allowed.
9. Details of the game performed in establishment.
10. Detail list of members of social club/card room.
11. Detail list of management committee of social club/card room.

Conditions:-

- A. On each table there shall be only 4 chairs/persons only.
- B. No gambling shall be allowed.
- C. Distance between two tables shall be 6 feet.
- D. 10 tables in each room shall be a one unit. In case where no. of tables exceeds 10 tables it shall be considered as an additional unit (additional table 2 = one unit)
- E. The distance between the proposed place & the religious place, educational institution shall be more than 75 Mtrs.
- F. Shall not have been located in congested area.
- G. The width of road to the proposed site shall be more than 10 Mtrs.
- H. Applicant shall not have been convicted in any offence.
- I. No complaints of residential people/society.

9. Virtual Reality

LAW/RULES :- Rules for Licensing And Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement-Rule 1999.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Shops & establishment certificate issued by NMMC/PMC.
2. NOC issued by Fire Dept.
3. Certificate issued by NMMC/PMC Health Dept.
4. The distance between the proposed place & the religious place, educational institution shall be more than 100 Mtrs.
5. Certificate issued by Electrical Inspector.

6. Ownership documents - Property Card + agreement.
7. Certificate by Company Registered.
8. Plan of the premises sanctioned.
9. Telephone Bill/ Telephone Certificate.
10. Certificate issued by PWD.

Conditions:-

- A. No gambling shall be allowed.
- B. Shall not have been located in congested area.
- C. The width of road to the proposed site shall be more than 10 Mtrs.
- D. Applicant shall not have been convicted in any offence.
- E. No complaints of residential people/society.

10. Discotheque

LAW/RULES :- Rules for Licensing And Controlling Places of Public Amusements (Other than Cinemas) And Performances for Public Amusement-Rule 1999.

Application :- Affix Rs. 5/- Court fee stamp

Accepted through CFC Centre, office of the Commissioner of Police, Navi Mumbai.

Required Documents:-

1. Shops & establishment certificate issued by NMMC/PMC.
2. NOC issued by Fire Dept.
3. Certificate issued by NMMC/PMC Health Dept.
4. The distance between the proposed place & the religious place, educational institution shall be more than 100 Mtrs.
5. Certificate issued by Electrical Inspector.
6. Ownership documents - Property Card + agreement.
7. Certificate by Company Registered.
8. Plan of the premises sanctioned.
9. Telephone Bill/ Telephone Certificate.
10. Certificate issued by PWD.

Conditions:-

- A. No gambling shall be allowed.
- B. Shall not have been located in congested area.
- C. The width of road to the proposed site shall be more than 10 Mtrs.
- D. Applicant shall not have been convicted in any offence.
- E. No complaints of residential people/society.