

From:-

Date:-

To,
The Chief Officer,
Cuncolim Municipal Council
Cuncolim Goa.

Sub:- Application for renewal of Trade licence

Sir,

The undersigned is carrying on business of _____

at _____

under licence (Registration No. _____ dated _____)

granted by the Chief Officer . It is requested that the licence may kindly be renewed for a further period of one year w.e.f. _____

_____ to _____.

I have paid the arrears of House tax/Occupation fees / Rent / Licence fee
(Copies of the receipts enclosed.)

Yours faithfully,

(_____)