



## **Chhattisgarh Unified Industrial Portal**

Government of Chhattisgarh

***User Manual***

***For***

***Special Restaurant Bar license (F.L.-3-B)***

***Renew***

***(Excise Department)***

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## 1. Overview

As part of Chhattisgarh's overarching promise of "Business Made Easy," OneClick is the state's new single-window portal that brings speed, simplicity, and transparency to the business environment. From approvals and clearances to bill payments, land allotment, and compliance — everything an entrepreneur or investor needs is now just one click away.

**Purpose:** This document gives easy, step-by-step instructions for industrial users to apply for **Special Restaurant Bar license (F.L.-3-B) Renew** service through the Department of Commerce and Industries using the **Single Window Portal**. It helps authorized users understand how to use the right links and sections.

## 2. How to Get Started

Enter the application URL (<https://oneclick.cgstate.gov.in>) in the browser and the page navigates to the Home page of the SWS application.

## 3. How to login

The user to login with the credentials into the application in the home and login page as a **Figure 3.1 & 3.2.**



*Figure 3.1: Homepage Screen*



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**Figure 3.2: Login Screen (A)**

The Login page (as shown in **Fig. 3.3**) offers two login methods: **Login with Password** or **Login with OTP**. Choose your preferred option, then enter either your password or the OTP number to proceed.



**Figure 3.3: Login Screen (B)**



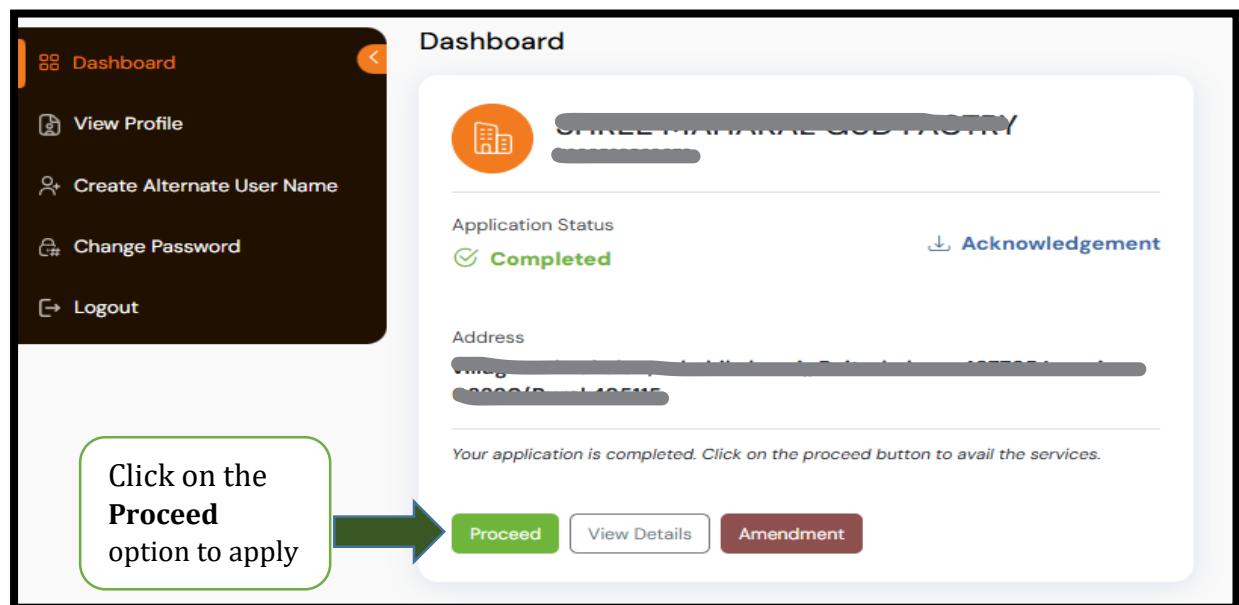
Single Window System (<https://oneclick.cgstate.gov.in>)



## 4. Dashboard

After a successful login, the page navigates to the Investor Dashboard (refer to Fig. 4.1), which displays all your units and includes an option to add new unit details at the end.

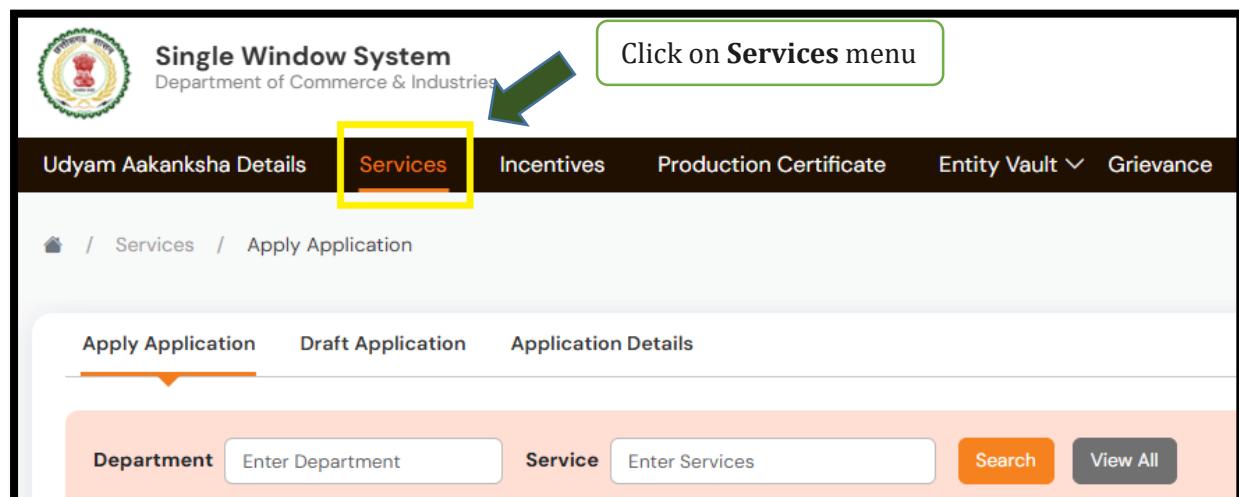
Now, click on the **Proceed** option to apply for **services**.



*Figure 4.1: Dashboard*

## 5. Apply for Services

Now, click on the **Services** menu at the top of the page (see Fig. 5.1). You will see a list of all available services.



*Figure 5.1: Services Page*

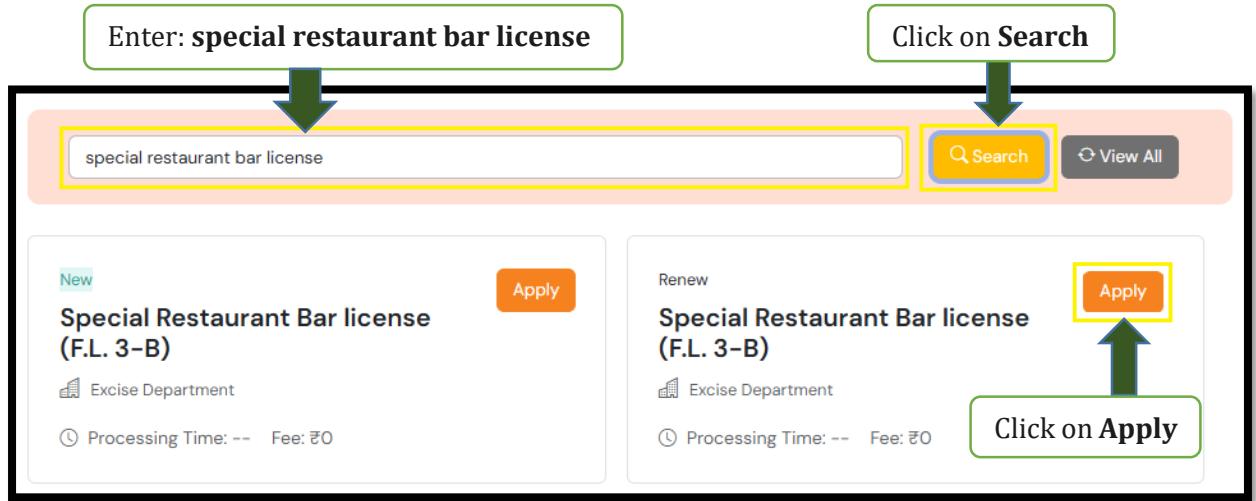


Single Window System (<https://oneclick.cgstate.gov.in>)



## 5.1. Search for Services - Special Restaurant Bar license F.L.-3-B Renew

In the Search field, enter **special restaurant bar license** and click the **Search** button. A filtered list of services will appear—click **Apply** next to the relevant service (see Fig. 5.2).



**Figure 5.2: Filtered list of Services - Special Restaurant Bar license F.L.-3-B Renew**

You will now be redirected to the official website of the **EXCISE DEPARTMENT, GOVT. OF CHHATTISGARH**, where you can apply for the **Special Restaurant Bar license (F.L.-3-B) Renew**.

## 5.2. Apply for Licence

Please fill the required details, accept the terms and click on **Submit**.



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After form submission, dashboard will open. Now, click on **Application Registration**.

In Case of Applicant Category (Individual):-



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In case of Applicant Category (Company /Firm /AOP etc):-



**EXCISE  
DEPARTMENT**

Categories

- [Application Registration](#)
- [View / Reprint Application](#)
- [Check Application Status](#)

Licensee Applicant Master

Licence Type

Licence Mode  New  Renewal

Licence Category  Individual  Company  Firm  H.U.F  A.O.P  A.J.P  Government

Licence Financial Year

Financial Year

Establishment Date

Hotel Category  3 Star or Above  No Star

Enter License No.

Is your branded restaurant/bar establishment operating in at least five States/Union Territories of the country with minimum 10 outlets as per name and specialty.

Yes  No

Applicant Details
Owner Details
Authorized Person Details
Bar/Hotel Details
Upload Documents

Company Name

PAN Number

Designation

Date of Incorporation

Registration Number

**Present Contact Detail**

Street Address <input type="text"/>	Building Number <input type="text"/>	Land mark <input type="text"/>
District <input type="text" value="--Select--"/>	Tehsil Name <input type="text"/>	Police Station Name <input type="text"/>
Rural/Urban Area <input checked="" type="radio"/> Urban <input type="radio"/> Rural	Village/City Name <input type="text"/>	Parishad <input type="text" value="--Select--"/>
Parishad Name <input type="text"/>	City WardNo <input type="text"/>	City WardName <input type="text"/>
Pincode <input type="text"/>	Telephone Number <input type="text"/>	Mobile Number <input type="text" value="9999999999"/>
E-MailID <input type="text" value="abc@xyz.com"/>	[at] <input type="text" value="--Select--"/>	

Check here if Permanent Contact Detail is Same as Present

Street Address <input type="text"/>	Building Number <input type="text"/>	Land mark <input type="text"/>
District <input type="text" value="--Select--"/>	Tehsil Name <input type="text"/>	Police Station Name <input type="text"/>
Rural/Urban Area <input checked="" type="radio"/> Urban <input type="radio"/> Rural	Village/City Name <input type="text"/>	Parishad <input type="text" value="--Select--"/>
Parishad Name <input type="text"/>	City WardNo <input type="text"/>	City WardName <input type="text"/>
Pincode <input type="text"/>	Telephone Number <input type="text"/>	Mobile Number <input type="text"/>
E-MailID <input type="text" value="abc@xyz.com"/>	[at] <input type="text" value="--Select--"/>	

Is your branded restaurant/bar establishment operating in at least five States/Union Territories of the country with minimum 10 outlets as per name and specialty.  
If Yes then Location Details and LicenseNumber

State/UT	Location /Address	Liqueur Licence Number	Gumata Number	Food Licence Number	GST Number	Add/ Delete
--Select--						<input type="button" value="Add"/>

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Single Window System (<https://oneclick.cgstate.gov.in>)

## Fill Owner OR Director OR Partner Details:



**EXCISE  
DEPARTMENT**

Categories

- [Application Registration](#)
- [View / Reprint Application](#)
- [Check Application Status](#)

Welcome : Special Chain of Hotels [Log Out](#) [NIC](#)

**Licensee Applicant Master**

Licence Type	F.L. 3-B	Financial Year	2023-2024
Licence Mode	<input checked="" type="radio"/> New <input type="radio"/> Renewal	Establishment Date*	[mm/dd/yyyy]
Licence Category	<input checked="" type="radio"/> Individual <input type="radio"/> Company <input type="radio"/> Firm <input type="radio"/> H.U.F <input type="radio"/> A.O.P <input type="radio"/> A.J.P <input type="radio"/> Government	Hotel Category	<input type="radio"/> 3 Star or Above <input checked="" type="radio"/> No Star
Licence Financial Year	2023-2024	Enter License No.*	

Is your branded restaurant/bar establishment operating in at least five States/Union Territories of the country with minimum 10 outlets as per name and specialty:  Yes  No

Applicant Details [Owner Details](#) [Authorized Person Details](#) [Bar/Hotel Details](#) [Upload Documents](#)

**Owner Personal Detail**

Owner Name*	<input type="text"/>	Gender*	<input checked="" type="radio"/> Male <input type="radio"/> Female
Marital Status*	<input checked="" type="radio"/> Single <input type="radio"/> Married	Father / Husband Name*	<input type="text"/>
Date Of Birth*	[mm/dd/yyyy]	Age	<input type="text"/>
Designation*	<input type="text"/>	PAN Number*	<input type="text"/>

**Present Contact Detail**

Street Address*	House Number*	Land mark*
District*	Tehsil Name*	Police Station Name*
Rural/Urban Area*	Village/City Name*	Parishad*
Parishad Name*	City Ward No*	City Ward Name*
Rural/Urban Area*	Village/City Name*	Parishad*
Parishad Name*	City Ward No*	City Ward Name*
Pincode*	Telephone Number	Mobile Number*
E-Mail ID*	<input type="text"/> [at] <input type="text"/>	<input type="text"/>

Check here if Permanent Contact Detail is Same as Present

Street Address	House Number	Land mark
District	Tehsil Name*	Police Station Name*
Rural/Urban Area*	Village/City Name*	Parishad*
Parishad Name*	City Ward No*	City Ward Name*
Pincode*	Telephone Number	Mobile Number*
E-Mail ID*	<input type="text"/> [at] <input type="text"/>	<input type="text"/>

[Add](#)

[Save And Next](#)



Single Window System (<https://oneclick.cgstate.gov.in>)



## In Case of Company and Others (Fill Authorized Person Details):



**Categories**

- [Application Registration](#)
- [View / Reprint Application](#)
- [Check Application Status](#)

Welcome : Special Chain of Hotels [Log Out](#) [NIC](#)

**Licensee Applicant Master**

Licence Type	F.L. 3-B	Financial Year	2023-2024
Licence Mode	<input checked="" type="radio"/> New <input type="radio"/> Renewal	Establishment Date*	[mm/dd/yyyy]
Licence Category	<input checked="" type="radio"/> Individual <input type="radio"/> Company <input type="radio"/> Firm <input type="radio"/> H.U.P <input type="radio"/> A.O.P <input type="radio"/> A.J.P <input type="radio"/> Government	Hotel Category	<input checked="" type="radio"/> 3 Star or Above <input type="radio"/> No Star
Licence Financial Year	2023-2024	Enter License No.*	

Is your branded restaurant/bar establishment operating in at least five States/Union Territories of the country with minimum 10 outlets as per name and specialty.

[Applicant Details](#) [Owner Details](#) **Authorized Person Details** [Bar/Hotel Details](#) [Upload Documents](#)

**Authorized Personal Detail**

Authorized Person Name	-Select-	Gender*	<input checked="" type="radio"/> Male <input type="radio"/> Female
Marital Status*	<input checked="" type="radio"/> Single <input type="radio"/> Married	Father / Husband Name*	
Date Of Birth*	[mm/dd/yyyy]	Age	
Designation*	<input checked="" type="radio"/> Individual	PAN Number*	

**Present Contact Detail**

Street Address*	House Number*	Land mark*	Police Station Name*
District*	Tehsil Name*		
Rural/Urban Area*	Village/City Name*	Parishad*	City WardName*
Parishad Name*	City WardNo*		
Pincode*	Telephone Number	Mobile Number*	
E-Mail ID*	[at] <input type="text"/> -Select-		

Check here if Permanent Contact Detail is Same as Present

Street Address	House Number	Land mark	Police Station Name
District	Tehsil Name*		
Rural/Urban Area*	Village/City Name*	Parishad*	-Select-
Parishad Name*	City WardNo*	City WardName*	
Pincode*	Telephone Number	Mobile Number*	
E-Mail ID*	[at] <input type="text"/> -Select-		

**Save & Proceed**

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Single Window System (<https://oneclick.cgstate.gov.in>)



## Fill Unit Details and Upload Supporting Document:

**EXCISE DEPARTMENT**

Welcome : Special Chain of Hotels [Log Out](#) [NIC](#)

**Licensee Applicant Master**

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Application Mode	New <input checked="" type="radio"/> Renewal	Establishment Date*	[mm/dd/yyyy]																																																				
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Single Window System (<https://oneclick.cgstate.gov.in>)



After Submission of Application Dashboard show Application Status:

Categories

Application Registration

View / Reprint Application

Check Application Status

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Welcome : Hotel Blue Moon Log Out NIC

Dashboard

Your Application is Successfully Submitted !!

**Note:** Now, to view or reprint the application, click on **View/Reprint Application**

### 5.3. Pay Licence Fees

Once your licence get approved. You can generate Challan and Pay License Fees.

Generate Challan

( \*) Mark fields are mandatory

Financial Year \* : 2024-2025

License Type \* : F.L. 3-D

District \* : RAIPUR

Shop Name : FL3D Airport Bar SERVICES

Licencee Name \* : TEST FL3D

Licencee Address \* : STREET ADDRESS LANMARK

Designation \* : कंपनी(Company)

Pan Number \* : AAACA1112A

Pincode : 492001

Mobile No. \* : 9988998888

Email \* : excisecl.cg@nic.in

Fees Type \* :  Fees  Penalties

Fees Name\* :

Pay Head\* :

Total Amount\* :

Month\* :

Year\* :

Remarks(VehicleNo etc.) :

Group Name :

p3vq3Q



Single Window System (<https://oneclick.cgstate.gov.in>)

