



Chhattisgarh Unified Industrial Portal

Government of Chhattisgarh

User Manual

For

Country Liquor Composite Shop License

(CL FL Composite) 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 **Country Liquor Composite Shop License (CL FL Composite) 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.**

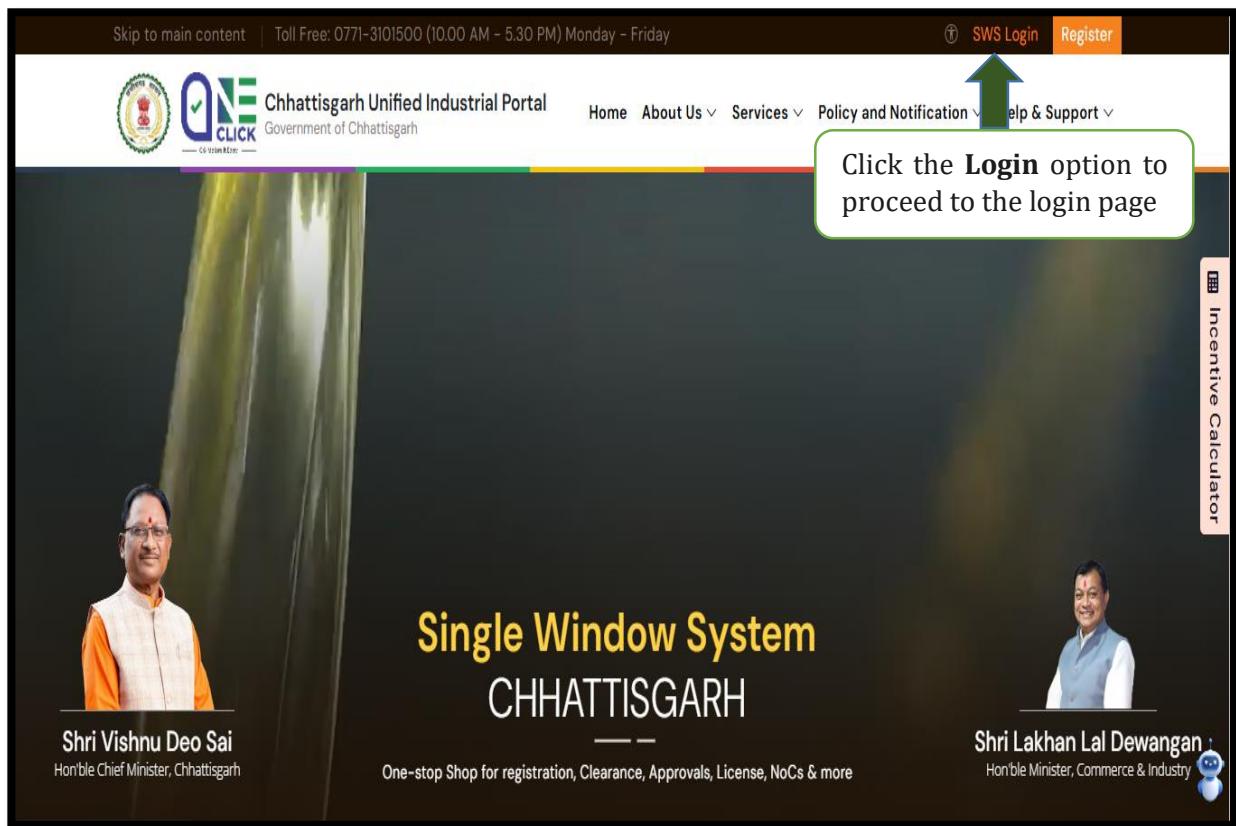


Figure 3.1: Homepage Screen



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





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)



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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**.

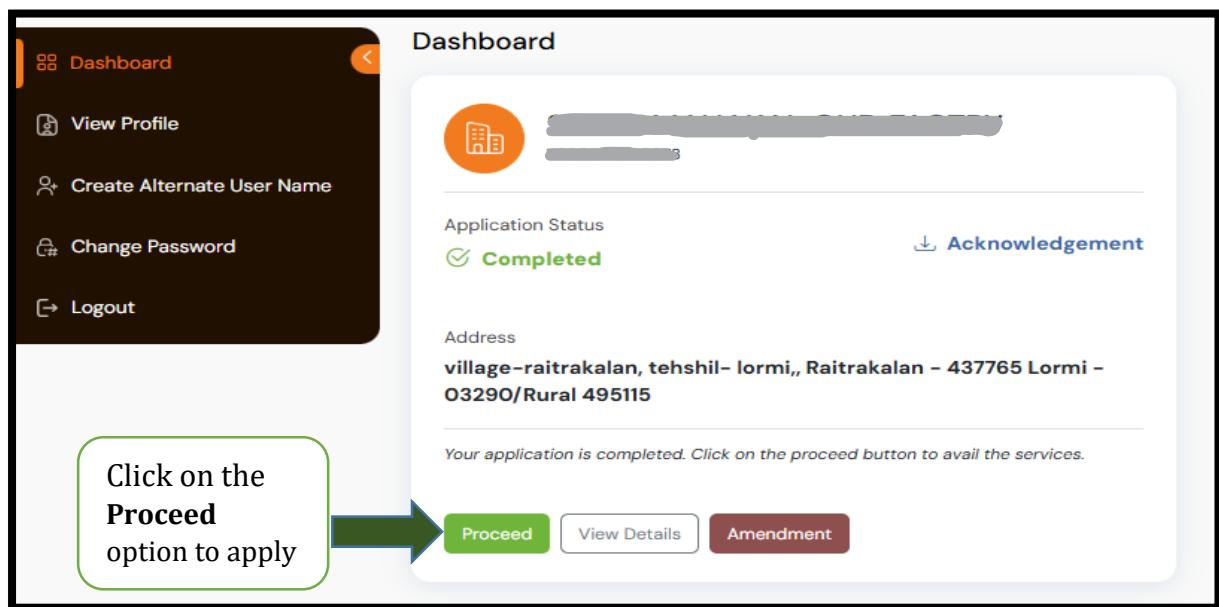


Figure 4.1: Dashboard

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.

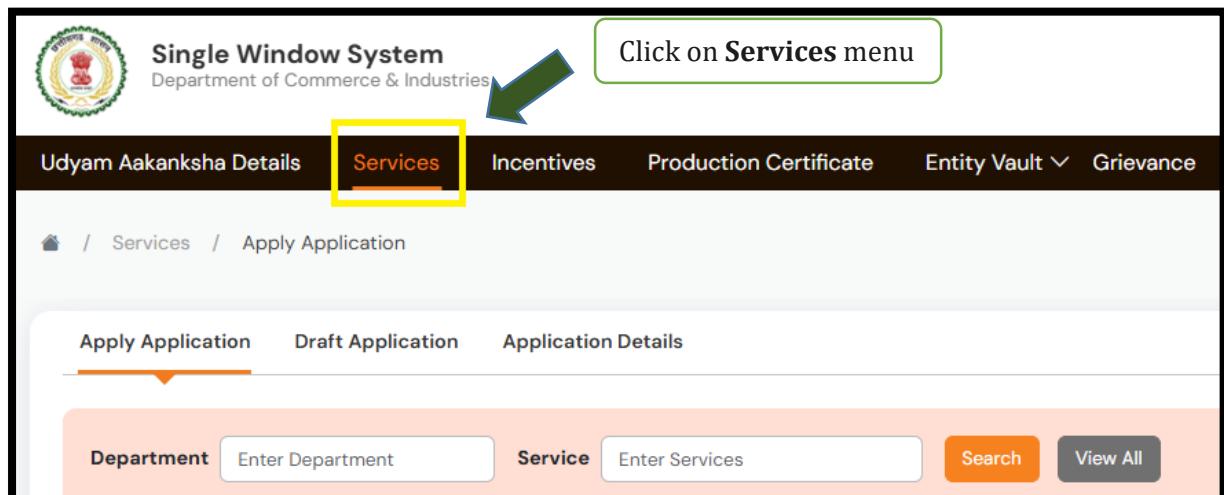


Figure 5.1: Services Page



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5.1. Search for Services – Country Liquor Composite Shop License Renew

In the Search field, enter **country liquor composite shop license** and click the **View All** button. A filtered list of services will appear—click **Apply** next to the relevant service (see Fig. 5.2).

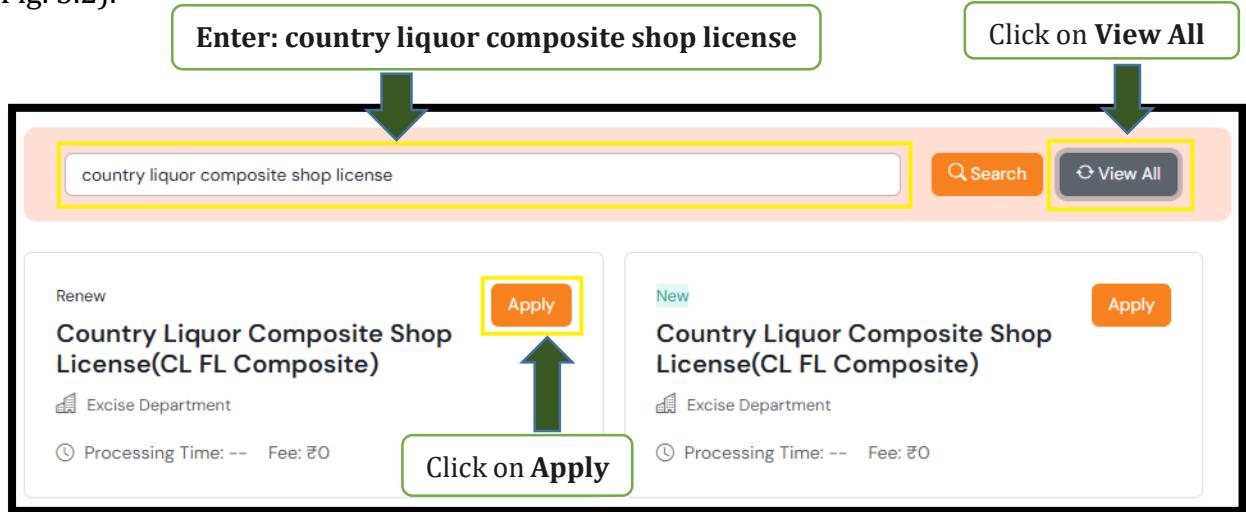


Figure 5.2: Filtered list of Services – Country Liquor Composite Shop License Renew

You will now be redirected to the official website of the **EXCISE DEPARTMENT, GOVT. OF CHHATTISGARH**, where you can apply for the **Country Liquor Composite Shop License Renew**.

5.2. Apply for Licence

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

The form is titled 'Apply for License' and includes the following fields:

- Select Licence Type***: C.S. 2-D
- Shop Name***: (empty field)
- Email***: (empty field)
- Authorised person's Mobile No.***: (empty field)
- Enter Udyam Aadhar No.:-**: (empty field)
- License Mode***: New Renewal
- I have read all the documents and accept the terms and conditions**:
- Submit** button
- Close** button

At the bottom, there is a **DISCLAIMER** and a copyright notice: 'Content on this website is published and managed by Excise Department. Copyright ©2020 All rights reserved | Design and hosted by National Informatics Centre, Chhattisgarh'.



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

1. License Applicant Master

Licensee Applicant Master

Applicant Details

Applicant Detail

Designation *: Company PAN Number *: [REDACTED]

Company Name *: [REDACTED] Date of Incorporation *: [mm/dd/yyyy] Registration Number: [REDACTED]

GST Number*: [REDACTED] TIN Number*: [REDACTED]

Applicant Contact Details

Applicant Street Address*: [REDACTED] Land mark*: [REDACTED] State*: --Select--

District*: [REDACTED] Pincode*: [REDACTED]

E-Mail ID*: [REDACTED]@gmail.com Mobile Number*: [REDACTED]

Unit Details

Unit Name *: Bhatagaon Street Address*: [REDACTED] District*: --Select--

Tehsil Name*: [REDACTED]

Details of Place Adjoining to Unit Place

North: [REDACTED] South: [REDACTED] East: [REDACTED] West: [REDACTED]

Declaration

The above details are completely truthful in my / our knowledge. If the above details are found to be false or incorrect, then my / our application will be abrogated. If the above details are found false or incorrect after issuance of license, then my / our / license fees and the amount of security will also be seized. I / We are aware of this fact that giving false or incorrect description is a punishable offense.*

Yes No

Save



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2. Fill Directors Details:

Applicant Details Directors Details Authorized Personal Detail Signatory Detail Upload Documents

Owner Personal Detail

OwnerName*	MR.	Gender*	<input checked="" type="radio"/> Male <input type="radio"/> Female
MaritalStatus*	<input checked="" type="radio"/> Single <input type="radio"/> Married	Father / Husband Name*	RAIPUR A
Date Of Birth* [mm/dd/yyyy]	05/02/1993	Age	27 (Years) 1 (Month) 14 (Days)
Designation*	Individual	PAN Number*	[REDACTED]

Present Contact Detail

Street Address*	ASHWANI NAGAR	House Number*	44	Land mark*	TEMPLE
District*	RAIPUR	Tehsil Name*	Raipur	Police Station Name*	shanti nagar
Rural/Urban Area*	<input checked="" type="radio"/> Urban <input type="radio"/> Rural	Village/City Name *	Raipur	Parishad *	Nagar Nigam
Parishad Name *		City WardNo*	66	City WardName*	Shanti Nagar
Pincode*	492001	Telephone Number		Mobile Number*	[REDACTED]
E-MailID*	[REDACTED]@gmail.com				

Check here if Permanent Contact Detail is Same as Present

Street Address	ASHWANI NAGAR	House Number	44	Land mark	TEMPLE
District	RAIPUR	Tehsil Name*	Raipur	Police Station Name*	shanti nagar
Rural/Urban Area*	<input checked="" type="radio"/> Urban <input type="radio"/> Rural	Village/City Name *	Raipur	Parishad *	Nagar Nigam
Parishad Name *		City WardNo*	66	City WardName*	Shanti Nagar
Pincode*	492001	Telephone Number		Mobile Number*	[REDACTED]
E-MailID*	[REDACTED]@gmail.com				

Add

3. Fill Authorized Person Detail:

Applicant Details Directors Details Authorized Personal Detail Signatory Detail Upload Documents

Authorized Personal Detail

Check here if Last Owner Details are same as Authorized Person Details

Authorized Person Name*	MR.	Gender*	<input checked="" type="radio"/> Male <input type="radio"/> Female
Nationality	<input checked="" type="radio"/> Indian <input type="radio"/> Non-Indian	Father / Husband Name*	[REDACTED] A
Date Of Birth* [mm/dd/yyyy]	05/02/1993	Age	27 (Years) 1 (Month) 14 (Days)
Designation*	Individual	PAN Number*	[REDACTED]

Contact Detail

Street Address*	ASHWANI NAGAR	Land mark*	TEMPLE	District*	RAIPUR
Tehsil Name*	Raipur	Pincode*	492001	Police Station Name*	shanti nagar
Rural/Urban Area*	<input checked="" type="radio"/> Urban <input type="radio"/> Rural	Village/City Name *	Raipur	Parishad *	Nagar Nigam
Parishad Name *		City WardNo*	44	City WardName*	Shanti Nagar
E-MailID*	[REDACTED]@gmail.com				

Save & Proceed



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



4. Fill Signatory Details:

Note: Please wait for department verification process by officers. After successful department verification process the **Generate challan panel** will open for applicants.

Click on, **Generate New Challan** Button and then fill challan form:

5.3. Pay Licence Fees

Upload required documents with specific size and type than click on upload & make payment button



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



After Successful Payment of Application Fees, Click on **Final Submission**

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Dash Board

List of Challan for Application, Please Submit first !!

Select Challan No	Fees	Fees Type	District Name
1234567890	20000.0000	License Fees	RAIPUR
Total	0		

[Final Submission](#)

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