



Chhattisgarh Unified Industrial Portal

Government of Chhattisgarh

User Manual

For

Bar License for Tourism Board (F.L.-3-C)

(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 **Bar license for Tourism Board (F.L.-3-C)** 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**.

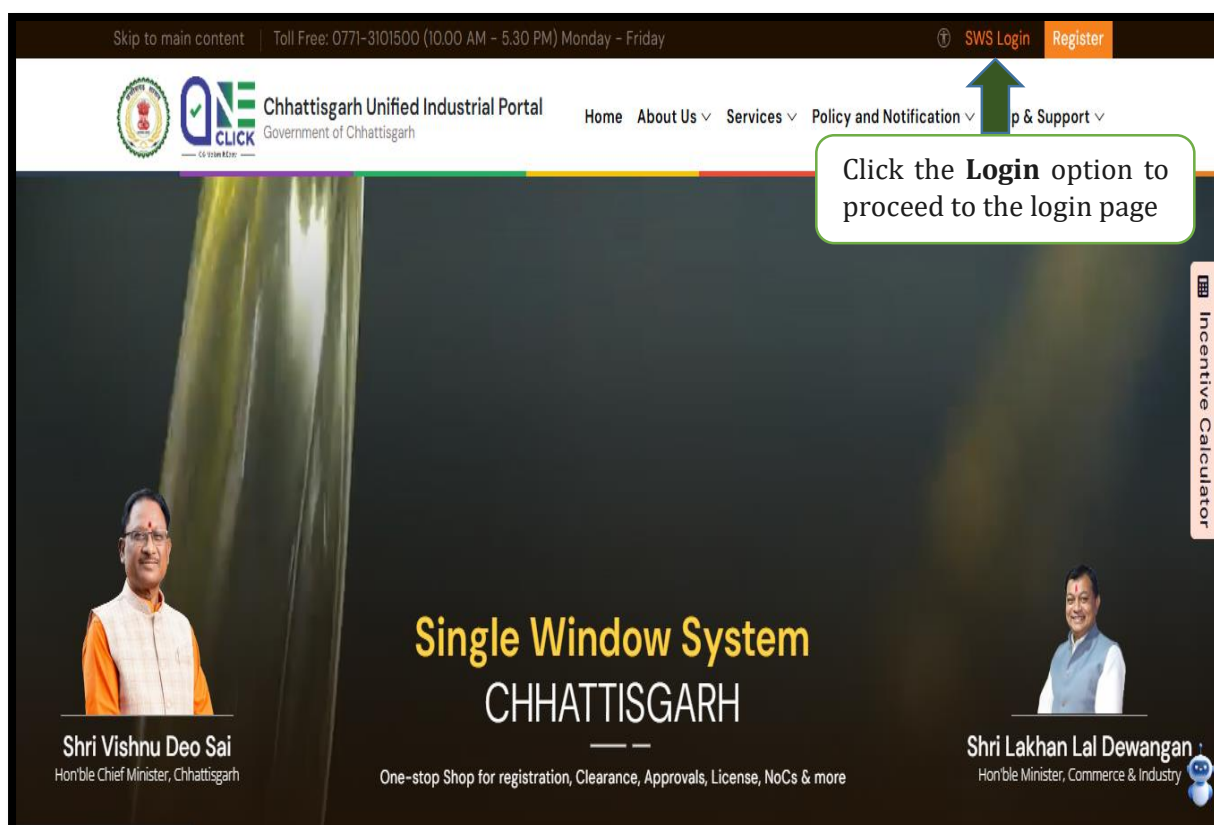


Figure 3.1: Homepage Screen



Department of Commerce & Industries
Government of Chhattisgarh

Enter the registered User Name

Enter the Captcha, which is shown on the side and click Next option

uh9Ur1

Next

[Forgot User Name?](#) [Register](#) [Back to Home](#)

For technical support please contact us at
invest-support@cg.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.

Department of Commerce & Industries
Government of Chhattisgarh

Login

Login with Password

OR

Login with OTP

[Back to Login](#) [Forgot Password?](#)

For technical support please contact us at
invest-support@cg.gov.in

Figure 3.3: Login Screen (B)



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**.

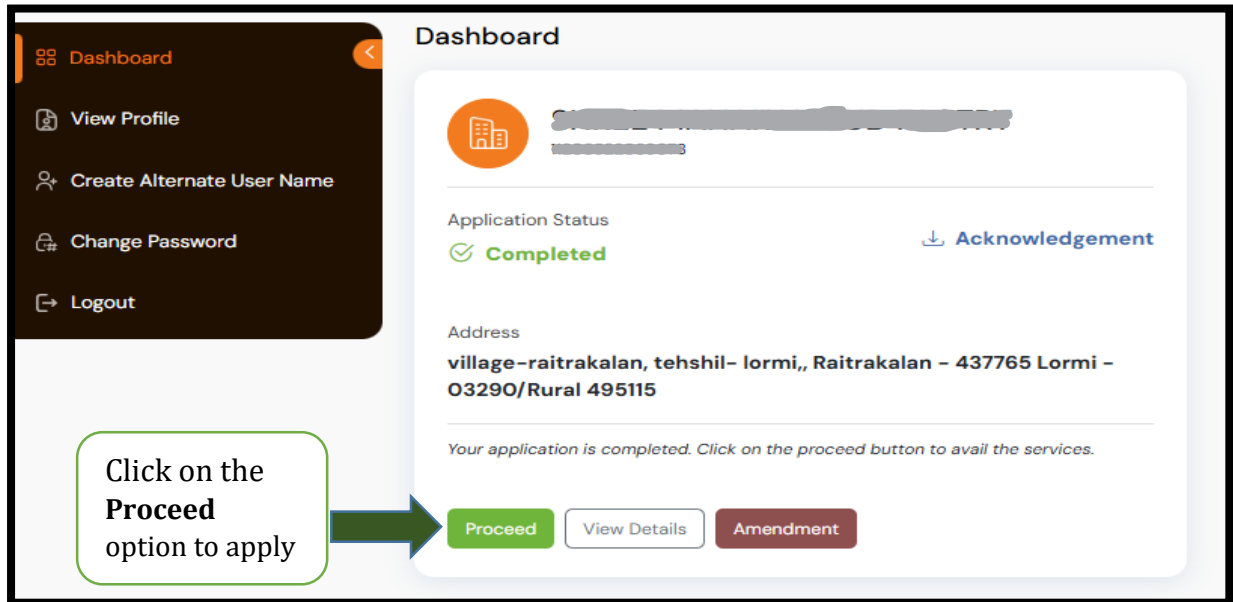


Figure 4.1: Dashboard

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.

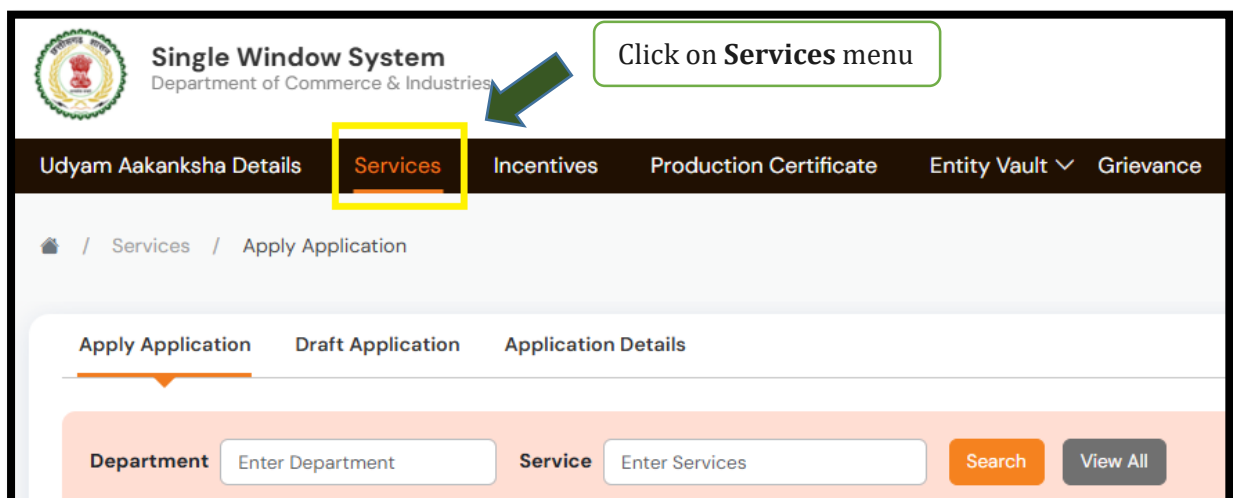


Figure 5.1: Services Page



5.1. Search for Services – Bar license for Tourism Board F.L.-3-C

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

Enter: bar license for tourism board

Click on Search

bar license for tourism board

Search View All

New

Bar License for Tourism Board (F.L. 3-C)

Excise Department

Processing Time: -- Fee: ₹0

Apply

Click on Apply

Renew

Bar License for Tourism Board (F.L. 3-C)

Excise Department

Processing Time: -- Fee: ₹0

Apply

Figure 5.2: Filtered list of Services – Bar license for Tourism Board F.L.-3-C

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

5.2. Apply for Licence

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

EXCISE DEPARTMENT

Log Out

Apply for License

Select Licence Type* FL 3-C

Licence Financial Year* 2022-2023

Unit Name* ipur

Authorized person's Mobile No.*

Email* @ACCORDPREMIER.COM

Enter Udyam Aakanksha No :-

Licence Mode* New Renewal

Unit District Name Raipur - 410

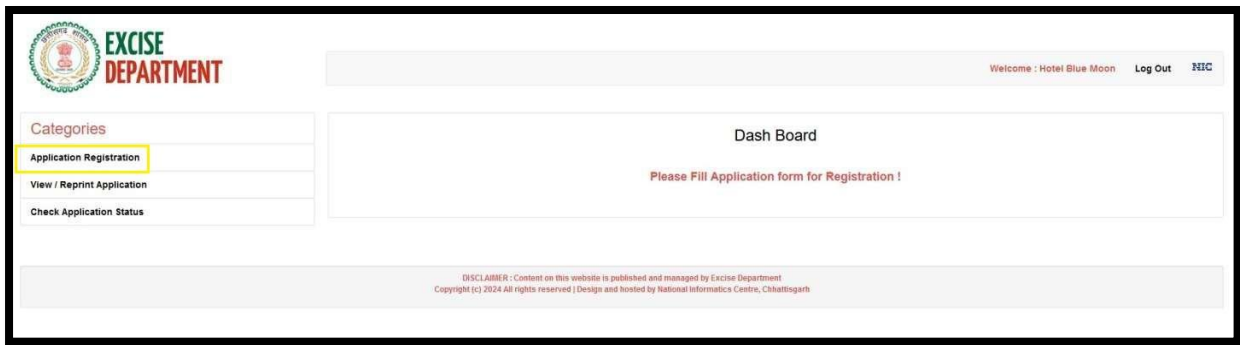
☒ I have read all the documents and accept the terms and conditions

SUBMIT Close

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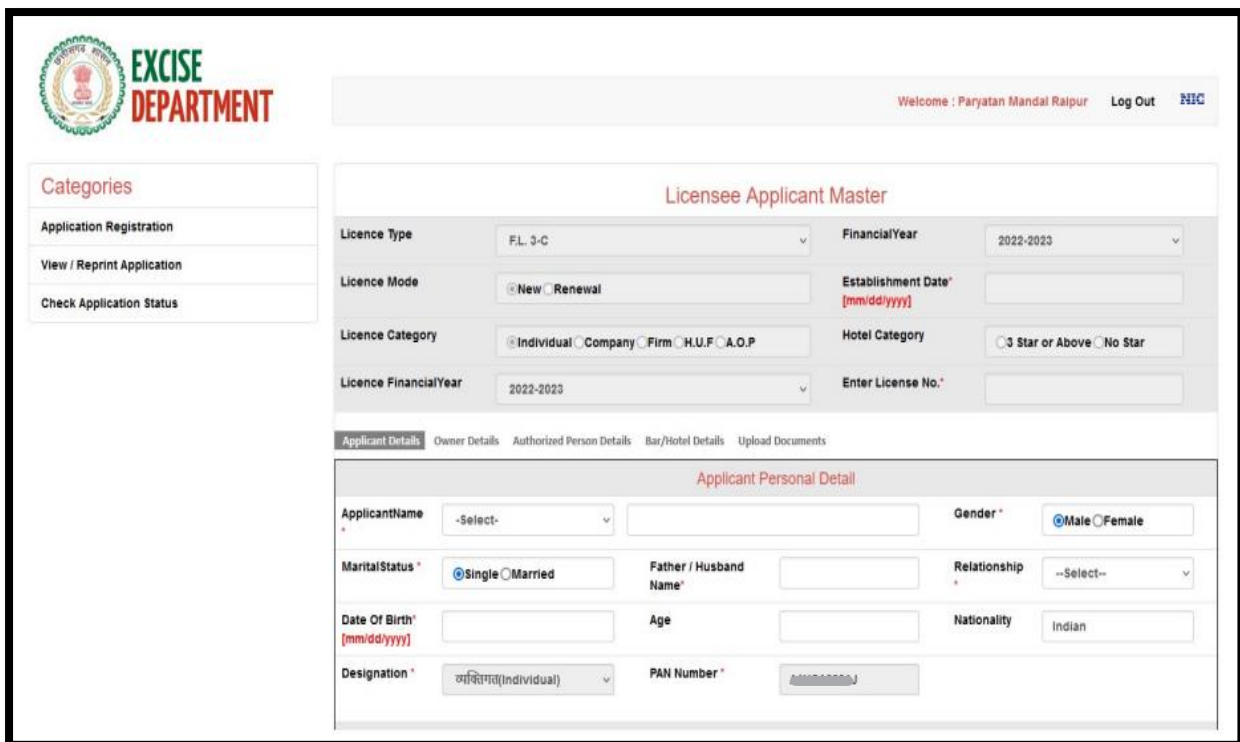


After form submission, dashboard will open. Now, click on **Application Registration**.



The screenshot shows the Excise Department Dashboard. On the left, under the 'Categories' menu, 'Application Registration' is highlighted. The main area is titled 'Dash Board' and contains the text 'Please Fill Application form for Registration !'. The top right corner shows a welcome message 'Welcome : Hotel Blue Moon', a 'Log Out' link, and the 'NIC' logo. A disclaimer at the bottom states: 'DISCLAIMER : Content on this website is published and managed by Excise Department. Copyright (c) 2024 All rights reserved | Design and hosted by National Informatics Centre, Chhattisgarh'.


In Case of Applicant Category (Individual):-



The screenshot shows the 'Licensee Applicant Master' form. The top section includes fields for 'Licence Type' (FL 3-C), 'Financial Year' (2022-2023), 'Licence Mode' (New/Renewal), 'Establishment Date' (mm/dd/yyyy), 'Licence Category' (Individual/Company/Firm/H.U.F/A.O.P), 'Hotel Category' (3 Star or Above/No Star), and 'Licence Financial Year' (2022-2023). Below this is a tabbed interface with 'Applicant Details' selected. The 'Applicant Personal Detail' section includes fields for 'Applicant Name' (Select), 'Gender' (Male/Female), 'Marital Status' (Single/Married), 'Father / Husband Name', 'Date Of Birth' (mm/dd/yyyy), 'Age', 'Relationship' (Select), 'Nationality' (Indian), 'Designation' (Individual), and 'PAN Number'.



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



**EXCISE
DEPARTMENT**

Welcome : Paryatan Mandal Raipur [Log Out](#) [NIC](#)

Categories

- Application Registration
- View / Reprint Application
- Check Application Status

Licensee Applicant Master

Licence Type	F.L. 3-C	Financial Year	2022-2023
Licence Mode	<input checked="" type="radio"/> New <input type="radio"/> Renewal	Establishment Date*	<input type="text" value="mm/dd/yyyy"/>
Licence Category	<input type="radio"/> Individual <input checked="" type="radio"/> Company <input type="radio"/> Firm <input type="radio"/> H.U.F. <input type="radio"/> A.O.P	Hotel Category	<input type="radio"/> 3 Star or Above <input type="radio"/> No Star
Licence Financial Year	2022-2023	Enter License No.*	<input type="text"/>

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

Company Name *	Designation *	<input type="text" value="फर्म (Company)"/>	
PAN Number *	Date of Incorporation*	Registration Number	<input type="text" value="mm/dd/yyyy"/>

Present Contact Detail

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

☐ Check here if Permanent Contact Detail is Same as Present

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

Save & Proceed



Fill Owner OR Director OR Partner Details:

Application Registration View / Reprint Application Check Application Status	Licence Type: F.L. 3-C Licence Mode: <input checked="" type="radio"/> New <input type="radio"/> Renewal Licence Category: <input type="radio"/> Individual <input type="radio"/> Company <input type="radio"/> Firm <input type="radio"/> H.U.F. <input type="radio"/> A.O.P. Licence FinancialYear: 2022-2023	FinancialYear: 2022-2023 Establishment Date*: [mm/dd/yyyy] Hotel Category: <input type="radio"/> 3 Star or Above <input type="radio"/> No Star Enter License No.*
--	---	--

Applicant Details: **Owner Details** Authorized Person Details Ber/Hotel Details Upload Documents

Owner Personal Detail

OwnerName* <input type="text"/>	Gender* <input checked="" type="radio"/> Male <input type="radio"/> Female
MaritalStatus* <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"/>
Nationality <input type="text"/>	Designation* <input type="text"/>
PAN Number*	

Present Contact Detail

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

☐ Check here if Permanent Contact Detail is Same as Present

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

Add

Save And Next



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

Categories		Licensee Applicant Master	
Application Registration		Licence Type: F.L. 3-C	Financial Year: 2022-2023
View / Reprint Application		Licence Mode: *New *Renewal	Establishment Date*: [mm/dd/yyyy]
Check Application Status		Licence Category: *Individual *Company *Firm *H.U.F. *A.O.P	Hotel Category: *3 Star or Above *No Star
		Licence Financial Year: 2022-2023	Enter License No.*

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

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

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

☐ Check here if Permanent Contact Detail is Same as Present

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

Save & Proceed

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



Fill Unit Details and Upload Supporting Document:

Categories
Application Registration
View / Reprint Application
Check Application Status

Licensee Applicant Master

Licence Type	F.L. 3.C.	Financial Year	2022-2023
Licence Mode	New / Renewal	Establishment Date*	[mm/dd/yyyy]
Licence Category	Individual / Company / Firm / H.U.F. / A.O.P.	Hotel Category	3 Star or Above / No Star
Licence Financial Year	2022-2023	Enter Licence No.*	

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

Hotel / Bar / Club Detail

Paryatan Mandal Name*	Paryatan Manda	PAN Number		GST Number*	
Food Licence Number*		Street Address*		Landmark*	
Hotel / Bar Name(NickName)		Thana Name*		Excise Mandal Name*	
Excise Circle Name*		Revenue SubDivision Name*		Tribal/Non-Tribal Area*	<input checked="" type="radio"/> Non-Tribal <input type="radio"/> Tribal
Rural/Urban Area*	<input type="radio"/> Urban <input type="radio"/> Rural	Parishad *	--Select--	Parishad Name *	
City WardNo*		City/Village WardName*		Block Name*	
District Name*	--Select--	Tehsil Name*		Pincode*	
Vidhan Sabha*		Lok Sabha*		Population	NA

Bar/Hotel Contact Number *		Bar/Hotel Email		[a]	--Select--
Population according to 2011 census *					

Adjoining Place Detail

North *		South *		East *		West *	
---------	--	---------	--	--------	--	--------	--

Save

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Categories
Application Registration
View / Reprint Application
Check Application Status

Licensee Applicant Master

Licence Type	F.L. 3	Financial Year	2022-2023
Licence Mode	New / Renewal	Establishment Date*	[mm/dd/yyyy]
Licence Category	Individual / Company / Firm / H.U.F. / A.O.P.	Hotel Category	<input type="radio"/> 3 Star or Above / No Star
Licence Financial Year	2022-2023	Enter Licence No.*	

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

File Name	File Type	View Documents	File Size
Company Pan Card	Image Only	Browse... No file selected.	Upload
Letter of Incorporation (In Single Pdf)	Pdf Only	Browse... No file selected.	Upload File size Less Than 1 MB
Company Permanent Address Proof (In Single Pdf)	Pdf Only	Browse... No file selected.	Upload File size Less Than 1 MB
Company Present Address Proof (In Single Pdf)	Pdf Only	Browse... No file selected.	Upload File size Less Than 1 MB
All Members Photo (In Single Pdf)	Pdf Only	Browse... No file selected.	Upload File size Less Than 1 MB
All Members Pan Card (In Single Pdf)	Pdf Only	Browse... No file selected.	Upload File size Less Than 1 MB
All Members Character Certificate Card (In Single Pdf)	Pdf Only	Browse... No file selected.	Upload File size Less Than 1 MB
Authorized Person Photo	Image Only	Browse... No file selected.	Upload Height < 200 px and Width < 260 px
Authorized Person Pan Card	Image Only	Browse... No file selected.	Upload

Upload

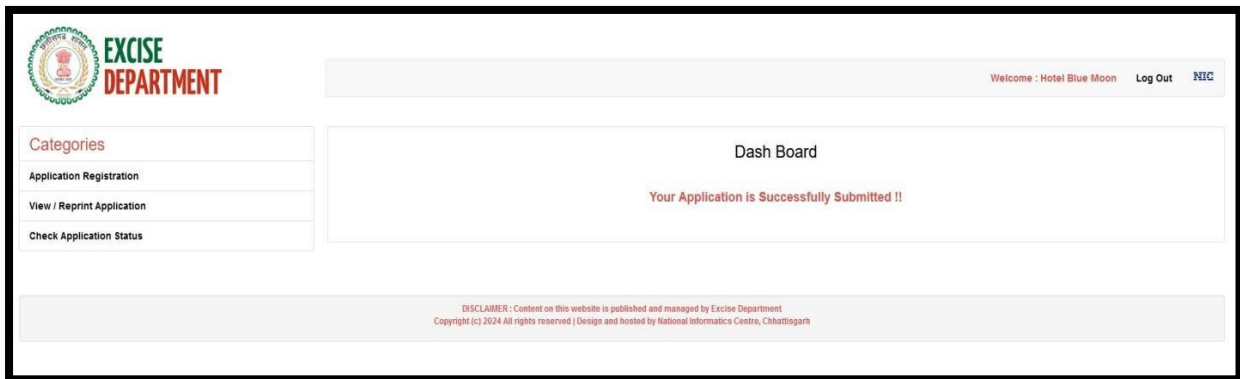
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Single Window System (<https://oneclick.cgstate.gov.in>)



After Submission of Application Dashboard show Application Status:

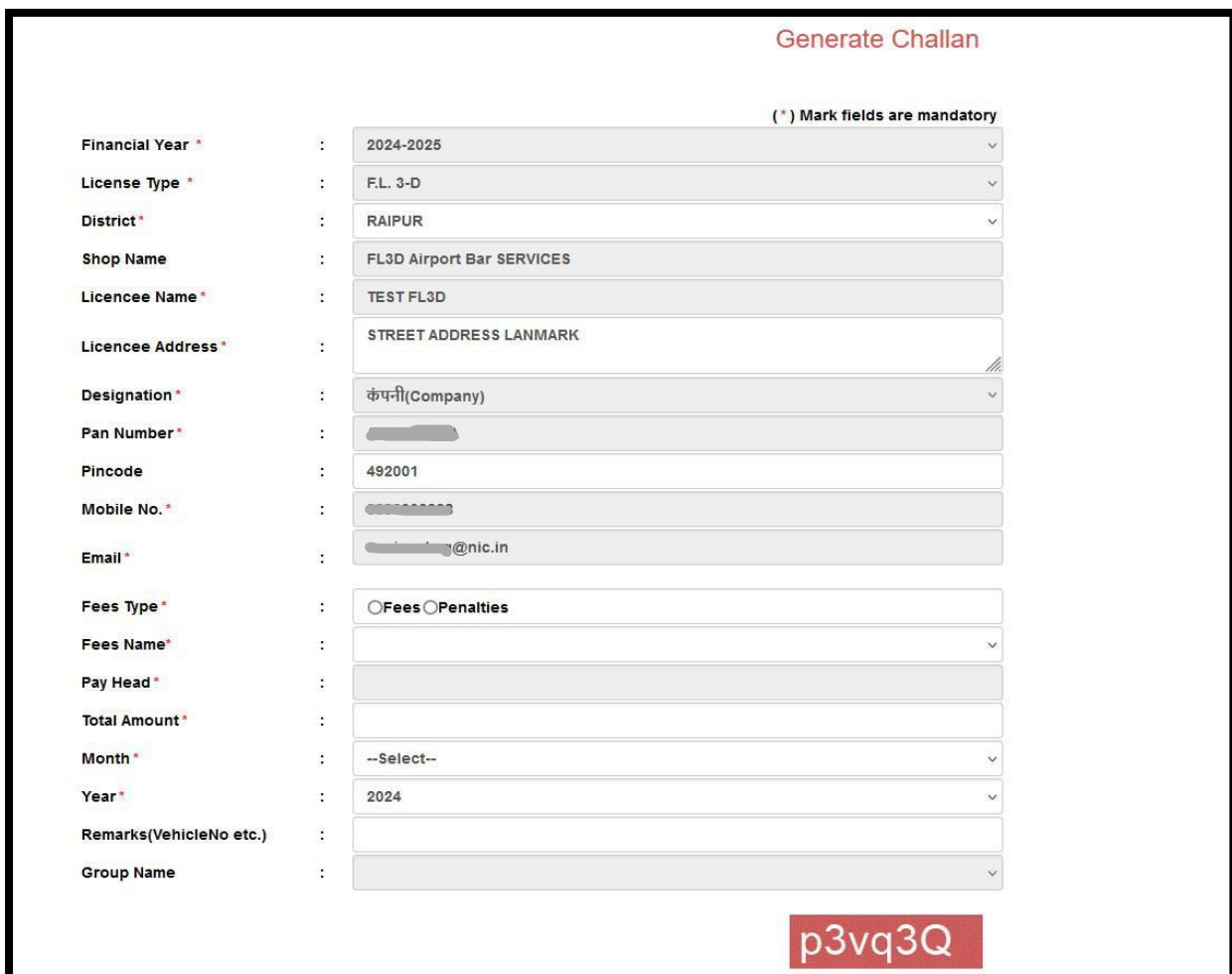


The screenshot shows the Excise Department Dashboard. On the left, there is a 'Categories' menu with options: 'Application Registration', 'View / Reprint Application', and 'Check Application Status'. The main area is titled 'Dash Board' and displays a message: 'Your Application is Successfully Submitted !!'. At the top right, there is a welcome message 'Welcome : Hotel Blue Moon' and links for 'Log Out' and 'NIC'. A disclaimer at the bottom states: 'DISCLAIMER : Content on this website is published and managed by Excise Department. Copyright (c) 2024 All rights reserved | Design and hosted by National Informatics Centre, Chhattisgarh'.

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.




The screenshot shows the 'Generate Challan' form. At the top right, it says 'Generate Challan'. Below this, a note states '(*) Mark fields are mandatory'. The form contains the following fields:

- 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 * : [Redacted]
- Pincode : 492001
- Mobile No. * : [Redacted]
- Email * : [Redacted]@nic.in
- Fees Type * : ☐ Fees ☐ Penalties
- Fees Name * : [Redacted]
- Pay Head * : [Redacted]
- Total Amount * : [Redacted]
- Month * : --Select--
- Year * : 2024
- Remarks(VehicleNo etc.) : [Redacted]
- Group Name : [Redacted]

At the bottom right, there is a red box containing the alphanumeric code 'p3vq3Q'.





**EXCISE
DEPARTMENT**

Welcome : PARYATAN MANDAL
[Home](#)
[Log Out](#)
[NIC](#)

Challan ▼

Dash Board

List of Challan for Application, Please Submit first !!

Select ChallanNo	Fees	Fees Type	District Name
<input type="checkbox"/> E-17	100000.0000	License Fees	RAIPUR
Total	0		

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