

EXCISE POLICY 2024-25

FAQs for the Applicants

Q.1 Which Banks and branches have been authorized by the Department for collection of application money for allotment of liquor vends in the State of Punjab for the year 2024-25?

Ans1. This year to facilitate the applicants and provide them more options to submit application forms and deposit application money, Department of Excise and Taxation has authorized the following banks to collect application money for the allotment of liquor vends in the State of Punjab for the year 2024-25:

- *PNB Bank*
- *SBI Bank*

The applicant can get the application form (Annexure-B) in the authorized branches of the above mentioned banks. Further, the form can be downloaded from the website of the department. The list of the authorized branches is given in Annexure A and also displayed on the website of the department.

Q.2 Can an applicant submit application for any group in any district in the authorized branches?

Ans2. Yes, the applicant can go in any of the authorized branches of these above mentioned banks and submit application for any group of any district.

Q.3 How can the application money be deposited?

Ans3. The application money can be deposited in cash or Demand Draft payable AT PAR or preferably payable at the same location where the applicant is depositing /submitting his/her application. The applicant can also submit DD payable at PAR for any location in Punjab too.

Q.4 In which account number the application money to be deposited?

Ans4. There is no need to remember any account number. Whenever an applicant will go to the authorized bank branch, he has to just fill the application form and the branch staff will feed the details in the system and the application money will directly go to the account opened for this specific purpose.

Q.5 In whose favour Demand Draft has to be made?

*Ans5. The Demand Draft shall be in favour of "**CEO, ETTSA**".*

Q.6 Can an applicant submit single DD for Bulk applications?

Ans6. If there are bulk applications pertaining to a particular group then the applicant will be able to submit single DD for those applications but if the applications are of different groups then separate DD will be required for application pertaining to each group.

Q.7 Can an applicant submit DD of another bank while submitting applications?

*Ans7. Yes, applicant can submit DD of another bank while submitting applications provided Demand Draft is payable AT PAR or payable at the same location where the applicant is depositing /submitting his/her application (**locally payable at the location where the application is submitted**).*

Q.8 Why the soft copy of details of applications is asked in case of number of applications is above 10?

Ans8. This is being done to expedite the process of punching the details in the system and to cut short the waiting time of the applicants in the queues. Applicant is requested to submit the data in the uploadable format (Excel Sheet) as given below:

S.No	Name of Applicant	PAN No.	Date Of Birth	Father's Name	Address of the Applicant	District Code	District Name	Group Code	Group Name	Mode of Deposit (Cash/ DD)	Instrument No.	Dd Date

Note: You can mail the soft copy to Bank on the e-mail ids agmdb1.lhocha@sbi.co.in , bo064010@pnb.co.in. The Bank will not be responsible for the data submitted by the applicant through e-mail.

Q.9 What is the application money for various licensing group/zone sizes?

Ans.9 The application money for one unit with various group/zone sizes is Rs. 75000/-.

Q.10 On which dates applications will be taken?

Ans.10 Applications may be submitted from 12-3-2024 to 17-3-2024. No application will be received after 5.00 pm on 17-3-2024. However, if any applicant has entered the authorized bank branch before 5.00 pm on 17-3-2024, all his applications will be accepted. It is pertinent to mention here that applications will be received by the District Offices and Bank Branches located in the State of Punjab on 16-3-2024 and 17-3-2024 i.e. Saturday and Sunday. Banks branches outside the State of Punjab will remain closed on 16-3-2024 and 17-3-2024 i.e. Saturday and Sunday.

Q.11 How many copies of the application form are required to be submitted?

*Ans.11 The applicant is not required to submit application form in **duplicate or triplicate when submitted in banks**. The applicant is required to submit application form in **duplicate when submitted in District Offices on which receipt number will be given by District Office**.*

Q.12 When will the final list of the applications be displayed?

*Ans.12 The list of applications submitted in the authorized branches of the banks **will be displayed on the website of the department on 17-3-2024**. If any applicant has any grievance that his application or particulars in the applications have not been recorded properly by the bank, he may submit his objections via mail at e-mail ID excisepolicy202425@gmail.com by 5:00 pm on 20-3-2024. **Joint Commissioner (Excise), Punjab**, will handle all such objections for the entire State. All such objections will be decided by the **Joint Commissioner (Excise), Punjab** on 21-3-2024 by 3:00 pm and the decision conveyed to the applicant. The decision of **Joint Commissioner (Excise), Punjab** will be final. The final display will be on 21-3-2024 by 5.00 pm .*

Q.13 Who can be contacted in case of any query?

Ans13 You can contact the following nodal Officers in case of any query:

<i>Dr. Shivani Gupta, Nodal Officer, Excise & Taxation Department</i>	<i>9815426410</i>
<i>Ms. Neeraj, Nodal Officer, PNB Bank</i>	<i>8708118215</i>
<i>Sh. Abhishek Singh, Nodal Officer, SBI Bank</i>	<i>9988897879</i>

Q.14 When will the objections be called for from the applicants regarding the excise applications submitted through banks and final list be displayed after the corrections?

Ans 14: The objections regarding the excise applications will be called on 20-3-2024 upto 5:00 pm. All the objections raised by the applicants latest by 5:00 pm on 20-3-2024 will be considered and resolved on 21-3-2024 by 3:00 pm. The final list with corrections will be displayed on 21-3-2024 by 5:00 pm on the Department's website.

Q.15 Will the Department and the Banks be working on holidays too?

Ans.15. Applications will be received by the District Offices and Bank Branches located in the State of Punjab on 16-3-2024 and 17-3-2024 i.e. Saturday and Sunday. Banks branches outside the State of Punjab will remain closed on 16-3-2024 and 17-3-2024 i.e. Saturday and Sunday.

Q.16 Is PAN mandatory field?

Ans.16 PAN is mandatory field.

Q 17. We are applying in the name of our company, so what shall be entered in Date of Birth Field?

Ans.17 In case an applicant is a company or partnership firm, date of incorporation of the entity, shall be entered in Date of Birth field.

Q.18. Are there any branches of authorized banks outside Punjab which are authorized to collect application money?

Ans.18 Yes, branches in Sri Nagar, Dehradun, Mumbai, Chennai, Kolkata, Hyderabad, Bengaluru, Cochin, Ranchi, New Delhi, Gurugram, Jaipur, Noida, Shimla, Bhopal, Raipur and Lucknow are authorized to collect the application money. The addresses of these branches are given in the Annexure 'A'. It is noteworthy that the branches outside the State of Punjab will collect application money only on the working days. In case of any difficulty, Nodal Officer can be contacted.

Sd/

**Joint Commissioner (Excise), Punjab
For Excise Commissioner, Punjab**

Annexure-A

List of Authorized Branches

Nodal Branch of SBI - Chowk Fort, Patiala			
Authorized Branches for collection of Application Fee under Excise Policy, 2024-25			
S.No	District/City	Branch Name	Branch Address
1	AMBALA	M G MARG AMBALA CANTT	MAHATMA GANDHI MARG, AMBALA CANTT AMBALA CANTT DIST:AMBALA, HARYANA
2	AMRITSAR	AMRITSAR MAIN BRANCH	TOWN HALL TEHSIL AMRITSAR DISTRICT AMRITSAR
3	ANANTNAG	ANANTNAG	LAL CHOWK, ANANTNAG ANANTNAG, JAMMU AND KASHMIR
4	BANDIPO RA	BANDIPUR	TEH BANDIPUR DISTT BANDIPUR JAMMU AND KASHMIR
5	BARAMULLA	BARAMULLA J - K	BARAMULLA J & K DISTT:BARAMULLA, JAMMU & KASHMIR
6	BARNALA	BARNALA MAIN	NEAR CIVIL HOSPITAL, RAMBAGH ROAD BARNALA P.O. DIST,, SANGRUR PUNJAB
7	BATHINDA	BHATINDA	AMRIK SINGH ROAD DIST:BHATINDA, PUNJAB BHATINDA
8	BHIWANI	BHIWANI	GHANTAGHAR CHOWK DIST:BHIWANI, HARYANA 125021
9	BILASPUR	BILASPUR (H.P)	NEW TOWNSHIP MAIN MARKET BILASPUR DT:BILASPUR, HIMACHAL PRADESH
10	CHAMBA	CHAMBA (DIST.CHAMBA)	MAIN MARKET CHAMBA DIST:CHAMBA, HIMACHAL PRADESH 176310
11	CHANDIGARH	TREASURY BRANCH CHANDIGARH	S.C.0.4-5, SECTOR-17/B, CHANDIGARH, CHANDIGARH (U.T.)
12	CHARKHI DADRI	RAJBIR MKT CHARKHI DADRI	LAJPATRAI CHOWK RAJBIR MARKET CHARKHI DADRI HARYANA
13	DODA	DODA	NEAR D C OFFICE, DODA, DIST:DODA, JAMMU AND KASHMIR
14	FARIDKOT	CIRCULAR ROAD FARIDKOT	CIRCULAR ROAD, FARIDKOT DIST:FARIDKOT, PUNJAB DIST:FARIDKOT, PUNJAB
15	FATEHABAD	FATEHABAD	GRAIN MARKET FATEHABAD HARYANA
16	FATEHGARH SAHIB	GOBINDGARH MANDI	G.T. ROAD, NEAR POLICE STATION TEHSIL: AMLOH DIST: FATEHGARHSAHIB, PUNJAB
17	FAZILKA	MAIN BRANCH FAZILKA	BATHINDA ROAD FAZILKA DIST:FEROZEPUR, PUNJAB
18	FIROZEPUR	FEROZEPUR CANTT	120, CHURCH ROAD FEROZEPUR CANTT DIST:FEROZEPUR, PUNJAB
19	GURDASPUR	BATALA	DBN ROAD, BATALA GURDASPUR DIST:GURDASPUR, PUNJAB
20	HAMIRPUR	MAIN BRANCH HAMIRPUR	MAIN BAZAR, HAMIRPUR DISTT. HAMIRPUR HIMACHAL PRADESH

21	HISAR	HANSI DISTT HISSAR	UTTAM NAGAR HANSI DIST:HISSAR, HARYANA
22	HOSHIARPUR	HOSHIARPUR	OPP GREEN VIEW PARK COURT ROAD HOSHIARPUR
23	JALANDHAR	JALANDHAR	CIVIL LINES, P.B.NO.1, JALANDHAR, DIST:JALANDHAR, PUNJAB
24	JAMMU	JAMMU (TAWI)(J AND K	HARI MARKET JAMMU DIST:JAMMU, JAMMU AND KASHMIR 180001
25	JIND	MAIN BRANCH JIND	DISTT.JIND HARYANA HARYANA
26	KAITHAL	KAITHAL	NEAR ARMY CANTEEN, JIND ROAD, KAITHAL DIST:KAITHAL, HARYANA
27	KANGRA	DHARAMSALA(DIST.K ANGRA)	KOTWALI BAZAR DHARAMSHALA DISTT KANGRA HP
28	KAPURTHALA	PHAGWARA	PHAGWARA DIST:KAPURTHALA, PUNJAB 144401
29	KARGIL	KARGIL	KARGIL DIST:KARGIL, JAMMU AND KASHMIR
30	KARNAL	MAIN BRANCH KARNAL	THE MALL ,KARNAL DIST:KARNAL, HARYANA 132001
31	KATHUA	COLLEGE ROAD KATHUA	KATHUA DIST:KATHUA, JAMMU AND KASHMIR
32	KINNAUR	POOH	VPO POOH TEH POOH DISTT KINNAUR HP
33	KISHTWAR	KISHTWAR	OPPOSITE OLD DC OFFICE DISTT KISHTWAR JAMMU AND KASHMIR
34	KULLU	KULLU	DHALPUR KULLU HP
35	KURUKSHETRA	MAIN BRANCH THANESAR (KURUKSHETRA)	RAILWAY ROAD THANESAR (KURUKSHETRA) DIST:KURUKSHETRA, HARYANA
36	LAHUL AND SPITI	KEYLONG	KEYLONG DT:LAHAUL & SPITI, H. PRADESH 175132
37	LEH LADAKH	LEH	LEH DIST:LADAKH, JAMMU AND KASHMIR 194101
38	LUDHIANA	JAGRAON	LAJPAT RAI ROAD, JAGRAON, JAGRAON DIST:LUDHIANA, PUNJAB
39	MAHENDRAGARH	DISTT COURT NARNAUL	DISTT.COURT TEHS-NARNAUL MOHINDERGARH(HR)
40	MALERKOTLA	MOTI BAZAR MALERKOTLA	MOTI BAZAR MALERKOTLA DISTT MALERKOTLA PUNJAB
41	MANDI	MANDI	GANDHI CHOWK MANDI HIMACHAL PRADESH
42	MANSA	HOSPITAL ROAD MANSA	WATER WORKS ROAD MANSA PUNJAB
43	MOGA	MOGA	MAJESTIC ROAD, MOGA DIST:MOGA, PUNJAB PUNJAB
44	MUKTSAR	MUKTSAR	MALOUT ROAD MUKTSAR DIST:MUKTSAR, PUNJAB
45	PANIPAT	MAIN BRANCH PANIPAT	G.T.ROAD,PANIPAT PANIPAT PANIPAT
46	PATHANKOT	PATHANKOT	MAIN BRANCH P.B.NO.3, 10, DANGHU ROAD PATHANKOT, DIST:GURDASPUR, PUNJAB
47	PATIALA	OPP ARYA SEN. SEC SCHOOL	TEHS. NABHA DISTT;PATIALA PUNJAB
48	POONCH	POONCH	POONCH DIST:POONCH, JAMMU AND KASHMIR
49	PULWAMA	PULWAMA	PULWAMA DIST: PULWAMA JAMMU AND KASHMIR

50	RAJOURI	RAJOURI (J-K)	MAIN BAZAR, RAJOURI DIST:RAJOURI, JAMMU & KASHMIR
51	REASI	REASI	TEH REASI DISTT REASI JAMMU AND KASHMIR
52	REWARI	MAIN BRANCH REWARI	CIRCULAR ROAD REWARI DIST:REWARI, HARYANA
53	ROHTAK	MAIN BRANCH ROHTAK	NEAR DISTRICT COURT, CIVIL LINES DIST:ROHTAK, HARYANA
54	RUPNAGAR	NAYA NANGAL	SECTOR - 1 NAYA NANGAL, TEHSIL NANGAL DIST:ROPAR, PUNJAB
55	SAHIBZADA AJIT SINGH NAGAR	SPECIALISED CURRENCY ADMINISTRATION BRAN	AO PUNJAB BUILDING OPP.MUNICIPAL BHAWAN SECTOR 68, MOHALI
56	SANGRUR	BARRA CHOWK SANGRUR	BARRA CHOWK SANGRUR DISTT. SANGRUR PUNJAB
57	SHAHID BHAGAT SINGH NAGAR	NAWANSHAHR DOABA	RAILWAY ROAD NEHRU GATE NAWANSHAHR, DISTT SBS NAGAR, PUNJAB
58	SHIMLA	KOTKHAI	KOTKHAI DIST:SHIMLA, HIMACHAL PRADESH
59	SAMBA	BARI BRAHMNA JAMMU	JAMMU DIST:JAMMU, JAMMU & KASHMIR 181133
60	SIRMAUR	NAHAN	NEAR CHOWGAN DELHI GATE, NAHAN DIST:SIRMAUR, HIMACHAL PRADESH
61	SIRSA	MANDI DABWALI	CHAUTALA ROAD MANDI DABWALI DIST:SIRSA, HARYANA
62	SOLAN	SOLAN	STATE BANK OF INDIA RAJGARH ROAD , NEAR THODO GROUND DIST:SOLAN, HIMACHAL PRADESH
63	SHOPIAN	SHOPIAN	TEH PULWAMA DIST:PULWAMA, JAMMU AND KASHMIR
64	SRINAGAR	SRINAGAR(J - K)	RESIDENCY ROAD SRINAGAR JAMMU AND KASHMIR 190001
65	TARN TARAN	MAIN BRANCH TRAN TARAN	RAILWAY ROAD TEHSIL TARN TARAN DISTRICT TARN TARAN
66	UDHAMPUR	UDHAMPUR(J - K)	DHAR ROAD, DIST:UDHAMPUR, JAMMU & KASHMIR
67	UNA	CHINTPURNI	TEHSIL AMB DISTT :UNA HIMACHAL PRADESH
68	YAMUNA NAGAR	MAIN BR RLY ROAD YAMUNA NAGAR	RAILWAY ROAD, YAMUNANAGAR HARYANA INDIA

**Nodal Branch of PNB Bank - Punjab National Bank, New Officers Colony,
Near YPS School Patiala**

**Authorized Branches of PNB Bank for collection of Application Fee under
Excise Policy, 2024-25**

S.NO	CITY/ DISTRICT	BRANCH/ ADDRESS
1	BARNALA	BARNALA MAIN
2	BATHINDA	BATHINDA MAIN
3	MANSA	MANSA MAIN
4	RAMPURA PHUL	RAMPURA PHUL
5	BUDHLADA	BUDHLADA
6	MAUR	MAUR
7	TALWANDI SABO	TALWANDI SABO
8	SANGAT	SANGAT
9	SARDULGARH	SARDULGARH
10	BHAGTA BHAIKA	BHAGTA
11	TAPA	TAPA
12	FARIDKOT	FARIDKOT CITY
13	FARIDKOT	KOTAKPURA MAIN
14	MUKATSAR	MUKATSAR MAIN
15	FAZILKA	FAZILKA MAIN
16	FAZILKA	JALALABAD
17	FAZILKA	ABOHAR MAIN
18	MUKATSAR	MALOUT MAIN
19	MUKATSAR	LAMBI
20	LUDHIANA	KHANNA, GT ROAD
21	LUDHIANA	LUDHIANA, CHANDIGARH ROAD
22	LUDHIANA	LUDHIANA, FEROZE GANDHI MKT.
23	LUDHIANA	LUDHIANA, DHANDARI KALAN
24	LUDHIANA	JAGRAON, SHERPURA ROAD
25	DISTRICT-FEROZPUR	FEROZPUR CITY
26	DISTRICT-MOGA	G. T ROAD
27	DISTRICT-MOGA/NIHAL SINGH WALA	NIHAL SINGH WALA
28	DISTRICT-FEROZPUR/ZIRA	ZIRA
29	DISTRICT-MOGA/BAGHA PURANA	BAGHA PURANA
30	DISTRICT- MOGA/DHARAMKOT	DHARAMKOT
31	DISTRICT- FIROZPUR/TALWANDI BHAI	TALWANDI BHAI
32	DISTRICT-MOGA/KOT ISE KHAN	KOT ISE KHAN
33	NABHA	NABHA
34	MALERKOTLA	MALERKOTLA
35	SANGRUR	SANGRUR
36	DHURI	DHURI

37	SANGRUR	SUNAM
38	SAMANA	SAMANA
39	PATIALA	PATIALA -NOC
40	PATIALA	PATIALA- THE MALL
41	RAJPURA	RAJPURA
42	PATIALA	PATRAN
43	MALERKOTLA	AHMEDGARH MANDI
44	RUPNAGAR	ROPAR MAIN
45	RUPNAGAR	NANGAL MAIN
46	SAS NAGAR, MOHALI	KHARAR MAIN
47	SAS NAGAR, MOHALI	PHASE 1
48	SAS NAGAR, MOHALI	DERA BASSI
49	SAS NAGAR, MOHALI	CHILLA
50	FATEHGARH SAHIB	SIRHIND RAILWAY ROAD
51	FATEHGARH SAHIB	KHAMANON
52	AMRITSAR	RANJIT AVENUE
53	TARN TARAN	TARN TARAN MAIN
54	HOSHIARPUR	HOSHIARPUR CHANDIGARH ROAD PENSION BRANCH
55	PATHANKOT	MODEL TOWN PATHANKOT
56	GURDASPUR	GURDASPUR GT ROAD
57	JALANDHAR	CIVIL LINES
58	JALANDHAR	G.T. ROAD KARTARPUR
59	JALANDHAR	GURU NANAK NAGAR
60	JALANDHAR	NEW GRAIN MARKET
61	JALANDHAR	NAKODAR MAIN
62	JALANDHAR	LOHIAN KHAS
63	JALANDHAR	GORAYA
64	JALANDHAR	PHILLAUR DANA MANDI
65	JALANDHAR	SHAHKOT
66	JALANDHAR	MALSIAN
67	KAPURTHALA	KAPURTHALA MAIN
68	PHAGWARA	PHAGWARA GT ROAD
69	NAWANSHAHR	NAWANSHAHR DOABA

Annexure- B
Application Form for Draw of Lots
for grant of L-2/L-14A licenses
for the year 2024-25

Paste your recent
photograph

Name of the Applicant	
Father’s Name	
Address of the Applicant	
PAN No.	
Date of Birth	
Name of the District for which applicant is applying	
Name of the Group/Zone for which applicant is applying	
Code of the Group/Zone for which applicant is applying	
Application Money for Group/Zone	
Mode of Payment	Cash/DD
DD Details	Bank DD No dated
Cash	Total in (Figures) Total in (Words)

Signature _____
Contact No: _____