

**GOVERNMENT OF NAGALAND
OFFICE OF THE COMMISSIONER OF POLICE
DIMAPUR::NAGALAND**

FORM NO : V-A

FORM TO BE FILLED BY THE OWNER OF A SARAI

1.	Name of the Hotel/lodge/shelter/inn/Resort/accommodation hall etc..		
2.	Address		
3.	Registration/ Permit number issued by	DMC	
		DC	
4.	Name of the owner/owners		
5.	Address & Telephone/Mobile Number of the owner/owners		
6.	Name of the Managers along with Address & Telephone/Mobile Numbers		
	NAME	ADDRESS	MOBILE NO

8.	Total Number of Employees with details			
	NAME	ADDRESS	MOBILE NO	
9.	Land particulars, design and floor plan			
10.	Number of rooms available for accommodation (Attach separate copy indicating the Room Type)			
11.	Details of eating place/restaurant/coffee shop etc			
	Sl no	Name of the eating place/restaurant etc	Location	Capacity
12.	Details of fire safety measures (Inspection Report of Fire Officer to be attached)			

13.	Details about security features						
	Security features			Details			
	Boundary wall						
	Fencing						
	Gates						
	CCTV						
	Metal Detectors						
14	Details about watchmen/security men						
	Sl. no	Name	Date of birth	Address with telephone number	Permanent Address	Name of the security agency	Police report if any
15.	Any other relevant information						

Date :

Place:

(Name and Signature)

Note: Additional Sheets may be used for furnishing the details.

FOR OFFICE USE ONLY

Registration Number allotted :

INSTRUCTIONS FOR FILLING UP THE FORM

1. Character/Antecedent Forms should be obtained for all the Managers/Employees (Forms can be
2. Sl No 3 : Photocopy of the Trade Licence should be attached
3. Sl. No 8 : Approximate area or land patta of the property should be attached.
4. Sl. No 8: Rough sketch map showing the blueprint of the Sarais should be attached.
5. Sl. No 11. No Objection Certificate from the Fire Department should be enclosed.
6. Incomplete forms will be summarily rejected.
7. The filled up forms should be brought to the Office of The Commissioner of Police, Dimapur for further processing.