

**SEO Title:**

Shop & Establishment Registration in Kerala: Process, Fees, Documents & Compliance (2025)

**Meta Description:**

Get your Kerala Shop & Establishment Registration online. Learn step-by-step process, documents required, fees, exemptions, validity, and key 2025 labour provisions.

# Shop and Establishment Registration in Kerala

**The Kerala Shops and Establishments Act, 1960** regulates all shops, commercial establishments, offices, restaurants, warehouses, and service centres operating in Kerala. Registration under this Act is mandatory for all commercial entities, regardless of size or number of employees. It ensures that your business complies with state labour laws related to working hours, wages, holidays, maternity leave, and employee welfare.

## Why Registration is Important in Kerala

- **Legal Compliance and Recognition:** Registration officially legitimizes your business under Kerala's labour laws and reinforces your commitment to employee rights.
- **Banking and GST Requirements:** Essential for opening current bank accounts and applying for GST or other statutory licences.
- **Protection of Employee Rights:** Ensures regulated working hours, leave policies, wage payment, and maternity benefits.
- **Smooth Inspections and Audits:** Facilitates hassle-free government and labour department inspections with valid documentation.
- **Access to Government Benefits:** Improves credibility and eligibility for state benefits, tenders, and vendor partnerships.

## Who Must Register?

- All shops, commercial establishments, offices, restaurants, warehouses, and public entertainment venues
- IT centres, coworking spaces, educational institutions, and coaching centres
- Home-based businesses and freelancers operating from a fixed business location
- Service outlets including salons, repair shops, and small manufacturing units

*Registration is mandatory even if the business has no employees at the start.*

## Exemptions Under the Kerala Act

The following are exempt from mandatory registration:

- Government offices and undertakings under central, state, or local authorities
- Banks, financial institutions regulated by RBI
- Shops or establishments operating temporarily at fairs, exhibitions, or festivals for less than 15 days
- Businesses governed by the Factory Act, 1948
- Persons exercising ultimate control over business decisions (owners, partners)
- Employees in managerial or supervisory positions
- Travelling employees and service providers working off-site
- Establishments owned or controlled by public sector entities

## Documents Required for Registration

- Employer/owner's PAN card and Aadhaar or other government ID
- Business address proof such as rent or sale deed, utility bill (electricity/water)
- Owner's photograph
- Partnership deed, Memorandum of Association (MOA), Articles of Association (AOA), or certificate of incorporation (if applicable)
- Employee list with details including name, date of joining, designation, and wages (if applicable)

- Bank account details (account number, bank name, IFSC code)
- Rental agreement or NOC from property owner for leased premises
- panchayat/municipality/corporation/ALO certificate

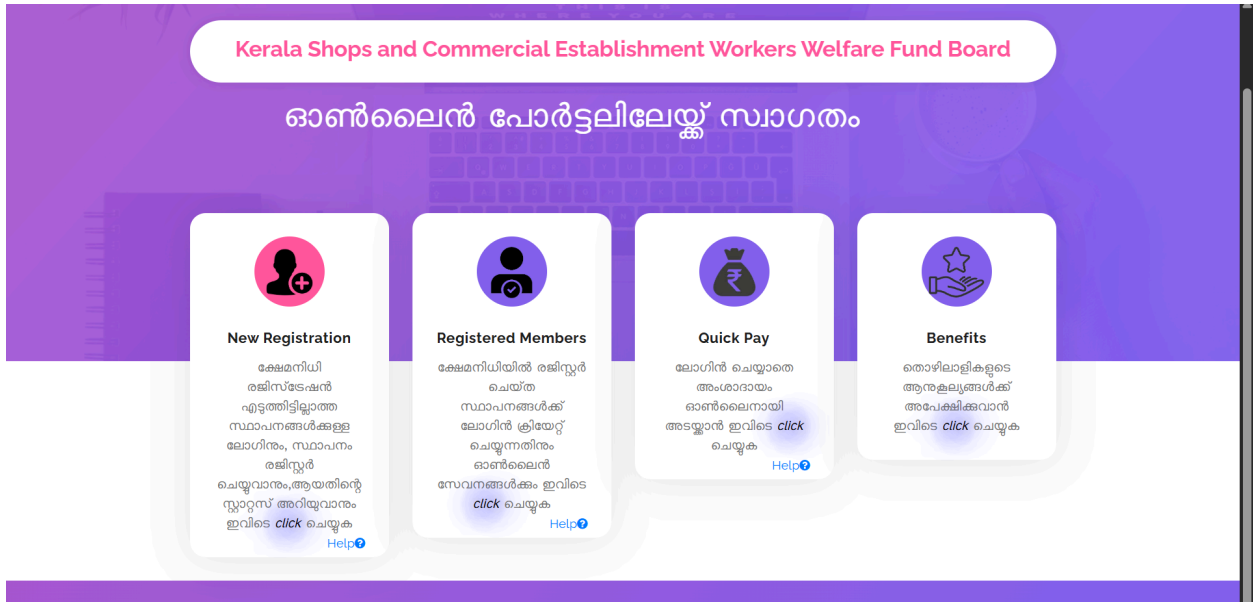
## Step-by-Step Registration Process in Kerala

1. Visit the [official page](#) and click on **Online Services for Shop Board**



2. If you're a new user, click **New Registration** to sign up

If you already have an account, click **Existing User** to sign in



3. After logging in, you'll need to fill in the required details such as:

- Name and postal address of your business establishment
- Name and contact details of the employer/manager
- Nature of business
- Number of male and female workers
- Mobile number of the business owner

ESTABLISHMENT REGISTRATION Ho

രജിസ്ട്രേഷനുവേണ്ടിയുള്ള അപേക്ഷ (Application for Registration)

ജില്ല\*  
(District)

താലൂക്ക്/വില്ലേജ്\*  
(Taluk/Village)

സ്ഥാപനത്തിന്റെ ഇനം\*  
(Type of Establishment)

സ്ഥാപനത്തിന്റെ പേര് (മലയാളത്തിൽ)\*  
(Establishment Name in Malayalam)

സ്ഥാപനത്തിന്റെ പേര് (ഇംഗ്ലീഷിൽ)\*  
(Establishment Name in English)

മേൽവിലാസം (മലയാളത്തിൽ)\*  
(Establishment Address in Malayalam)

4. Upload the required documents (file size must be under 100 KB)
5. Once everything is filled in and uploaded, click **Apply** to complete the process

തൊഴിലാളിയുടെ പേര് (മലയാളത്തിൽ)* (Employee Name in Malayalam)	തൊഴിലാളിയുടെ പേര് (ഇംഗ്ലീഷിൽ)* (Employee Name in English)	രജിസ്ട്രേഷൻ തീയതി* (Registration Date)	ക്ഷേമനിധിയിൽ അംഗം ആണോ* (Is a Member of Welfare Board)	അംഗത്വ നമ്പർ* (Registration Number)	തൊഴിലാളി വിവരങ്ങൾ (Employee Details)
<input type="text"/>	<input type="text"/>	<input type="text" value="mm/YYYY"/>	<input type="text" value="അല്ല"/>	<input type="text"/>	<input type="text" value="തൊഴിലാളി"/>

## Kerala Shops & Establishments Registration Fees (2025)

<b>Number of Employees</b>	<b>Registration Fee (₹)</b>
No employees	70
Up to 5 employees	100
6 to 10 employees	200
11 to 20 employees	350
21 to 50 employees	1,000
51 to 100 employees	2,000
More than 100 employees	5,250

- The fee must be paid online through the Kerala Labour Department's official registration portal at the time of submitting your application.

## **Validity**

- The registration certificate is typically valid for one year from the date of issue.
- Renewal must be completed annually, with the same fee applying according to the number of employees at renewal time

## **Penalties**

- Failure to register or renew on time can attract a penalty starting at ₹250, with an additional ₹10 charged for each day of continued non-compliance.
- Penalties can increase for repeated violations and may include further legal action or suspension of business rights

## **Compliance**

- Registration, renewal, fee payment, and application tracking are all completed fully online.
- You must submit accurate business and employee details, upload the required documents, and renew registration each year to legally operate in Kerala

## **Why Choose InstaFiling for Shop and Establishment Registration in Kerala?**

- 100% Online Registration - No paperwork hassle
- Dedicated Support Team - Get expert help every step
- Quick Turnaround - Registration within 7 days
- Trusted by 2000+ Clients - Across India
- Transparent Pricing - No hidden fees

## **Frequently Asked Questions (FAQs)**

### **Q1. Is Shop and Establishment Registration mandatory in Kerala?**

Yes, registration is mandatory for all commercial establishments in Kerala, including shops, offices, restaurants, and service outlets, even if you have no employees.

### **Q2. What documents are required for Kerala Shop and Establishment Registration?**

You'll need your Aadhaar and PAN card, business address proof, photograph, rent agreement or NOC (if applicable), and employee details (if any). Additional documents like MOA/AOA or partnership deed may apply for companies.

**Q3. How long is the registration valid in Kerala?**

The certificate is valid for one year from the date of issue. You must renew it annually to avoid penalties.

**Q4. What are the fees for registration in Kerala?**

Fees range from ₹70 to ₹5,250 depending on the number of employees. Payment must be made online during application submission.

**Q5. Can I register my home-based business?**

Yes, as long as you operate from a fixed location and carry out commercial activity, even freelancers and home-run businesses need to register.

**Q6. What happens if I don't register or renew on time?**

You may face penalties starting from ₹250 plus ₹10 for each additional day of delay. Non-compliance can also lead to further legal consequences.

## **Need Help with Kerala Shop and Establishment Registration?**

For a smooth and hassle-free process, consult Instafilling. We handle document preparation, form submissions, and reminders for renewals, saving you time and effort.

*This guide is based on the latest rules and practices as of July 2025. For the most accurate information, always refer to the [official website](#)*