



SCHEDULE 2

Sl. No.

2436

[See Regulation 2.1.1 and Regulation 2.1.7]

Form 'A'

Rs. 10.00 each form

Application for Registration / Renewal of Registration under Food Safety and Standards Act, 2006

Kind of Business :

Photograph of
the Application

- Permanent / Temporary Stall Holder
- Hawker (Itinerant / Mobile food vender)
- Home based canteens / dabba wallas
- Petty Retailer of snacks / tea shops
- Manufacturer / Processor
- Re Packer
- Food Stalls / arrangements in Religious gatherings, fairs etc.
- Milk producers (who are not member of dairy co-operative society)/Milk vendor
- Dhaba
- Fish/meat/poultry shop/seller
- Other (s), please specify : _____

(a) Name of the Applicant / Company : _____

(b) Designation

- Individual
- Partner
- Proprietor
- Secretary of dairy co-operative society
- Others (Please Specify)

(c) Proof of Identify of applicant : _____

(Note: Please submit a copy of photo ID like Driving License, Passport, Ration Card or Election ID Card)

(d) Correspondence address : _____

Tel No. : _____ Mobile No. : _____

Fax No. : _____ E-mail : _____

(Note : In case the number (s) are a PP or common number (s), please specify the name of the contact person as well)

(e) Area or Location where food business is to be conducted / Address of the premises : _____

(f) Description of the food items proposed to be Manufactured or sold.

Sl. No.	Name of Food category	Quantity in Kg per day or M.T. per annum
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(g) Total Annual turnover from the food business, if existing, alongwith any supporting document (s) showing proof of Income (* In case of renewal) : _____

(h) In case of new business - intended date of start : _____

(i) In case of seasonal business, state the opening and closing period of the year : _____

(j) Source of water supply :

Public supply Private Supply Any other source

(k) Whether any electric power is used in manufacture of the food items :

Yes

No

If yes, please state the exact HP used or sanctioned Electricity load : _____

(l) I/We have forwarded a sum of Rs towards registration fees according to the provision of the Food Safety and Standards (Licensing and Registration) Regulations, 2011 vide :

Demand Draft no, (payable to _____)

Cash

(Signature of the Applicant)

DECLARATION

I, Mr./Ms./Mrs..... S/O, D/O Mr,
..... R/O do hereby
solemnly affirm and declare that all information and particulars furnished here by me are true and correct to
the best of my knowledge. I further declare that the food business conducted or proposed to be conducted by/
through me conforms/shall conform to the Food Safety and Standards Act, Regulations/Bye-laws enacted
there under, and specifically to the Guidelines on Hygiene and Sanitary Practices provided under Schedule 4
of the Registration and Licensing Regulations published by the Food Safety and Standards Authority of India or
any person authorized on its behalf from time to time.

Dated :

(Signature)

Documents to be enclosed for new application for license / Registration to State / Central Licensing Authority / Registering Authority.

1. Form-A / Form-B duly completed and signed (in duplicate) by the proprietor / partner or the authorised signatory (mandatory for all)
 2. Blueprint / layout plan of the processing unit showing the dimensions in metres / square metres and operation-wise area allocation (mandatory for manufacturing and processing units only)
 3. List of Directors with full address and contact details (mandatory for companies only)
 4. Name and List of Equipments and Machinery along with the number, installed capacity and horse power used (mandatory for manufacturing and processing units only)
 5. Photo I.D. and address proof issued by Government authority of Proprietor/ Partner/Director(s)/ Authorised Signatory. (optional)
 6. List of food category desired to be manufactured. (In case of manufacturers)
 7. Authority letter with name and address of responsible person nominated by the manufacturer along with alternative responsible person indicating the powers vested with them viz assisting the officers in inspections, collection of samples, packing & dispatch (wherever applicable)
 8. Analysis report (Chemical & Bacteriological) of water to be used as ingredient in food from a recognized/ public health laboratory to confirm the portability indicating the name of authorized representative of Lab who collected the sample and date of collecting sample. (mandatory only for manufacturing and processing units only)
 9. Proof of possession of premises. (Sale deed/Rent agreement/Electricity bill, etc.) (optional)
 10. Partnership Deed/Affidavit/Memorandum & Articles of Association towards the constitution of the firm. (optional)
 11. Copy of certificate obtained under Coop Act-1861/Multi State Coop Act-2002 in case of Cooperatives. (optional; wherever applicable)
 12. NOC from manufacturer in case of Re-labellers (mandatory)
 13. Food Safety Management System plan or certificate (if any)
 14. Source of milk or procurement plan for milk including location of milk collection centres etc. in case of Milk and Milk Products processing units. (wherever applicable)
 15. Source of raw material for meat and meat processing plants. (wherever applicable)
 16. Pesticide residues report of water to be used as ingredient in case of units manufacturing packaged drinking water, Packaged Mineral water and / or Carbonated water from a recognised / public health laboratory indicating the name of authorised representative of Lab who collected the sample and date of collecting sample, including source of raw water and treatment plan. (only for packaged drinking water and mineral/carbonated water)
 17. Recall plan wherever applicable, with details on whom the product is distributed. (optional)
 18. NOC's from Municipality or local body and from State Pollution Control Board except in case of notified industrial area. (optional)
 19. Photo - 4 Copies (3.5 x 2.5)
- Documents to be included for renewal or transfer of license given under other existing laws prior to these Regulations
1. Any change in documents or information provided during grant of previous license
 2. Certificate or Plan of Food Safety Management System being adopted (for units under Central Licensing it has to be a certificate from accredited agencies.)
 3. List of workers with their medical fitness certificates
 4. Name, qualification and details of technical personnel in charge of operation.

AFFIDAVIT

This is to state that We, M/s located at of District of state is an applicant for a new licence / conversion / renewal of licence / as a (name of activity / service) of (category of products) and that we have a food safety plan to ensure safety and standards of our products as per Food Safety & Standards Act, 2006. We further declare that we shall put in place a Food Safety Management System and shall comply with the requirements under Schedule-4 of Food Safety and Standards (Licensing and Registration of Food Businesses) Regulations, 2011.

Date :

(Signature) :

Name :

Designation :

Name and Address of FBO :