



# **Application for Change of Premises- Restricted Allopathic Drugs Sale License from Food Safety and Drug Administration Department**

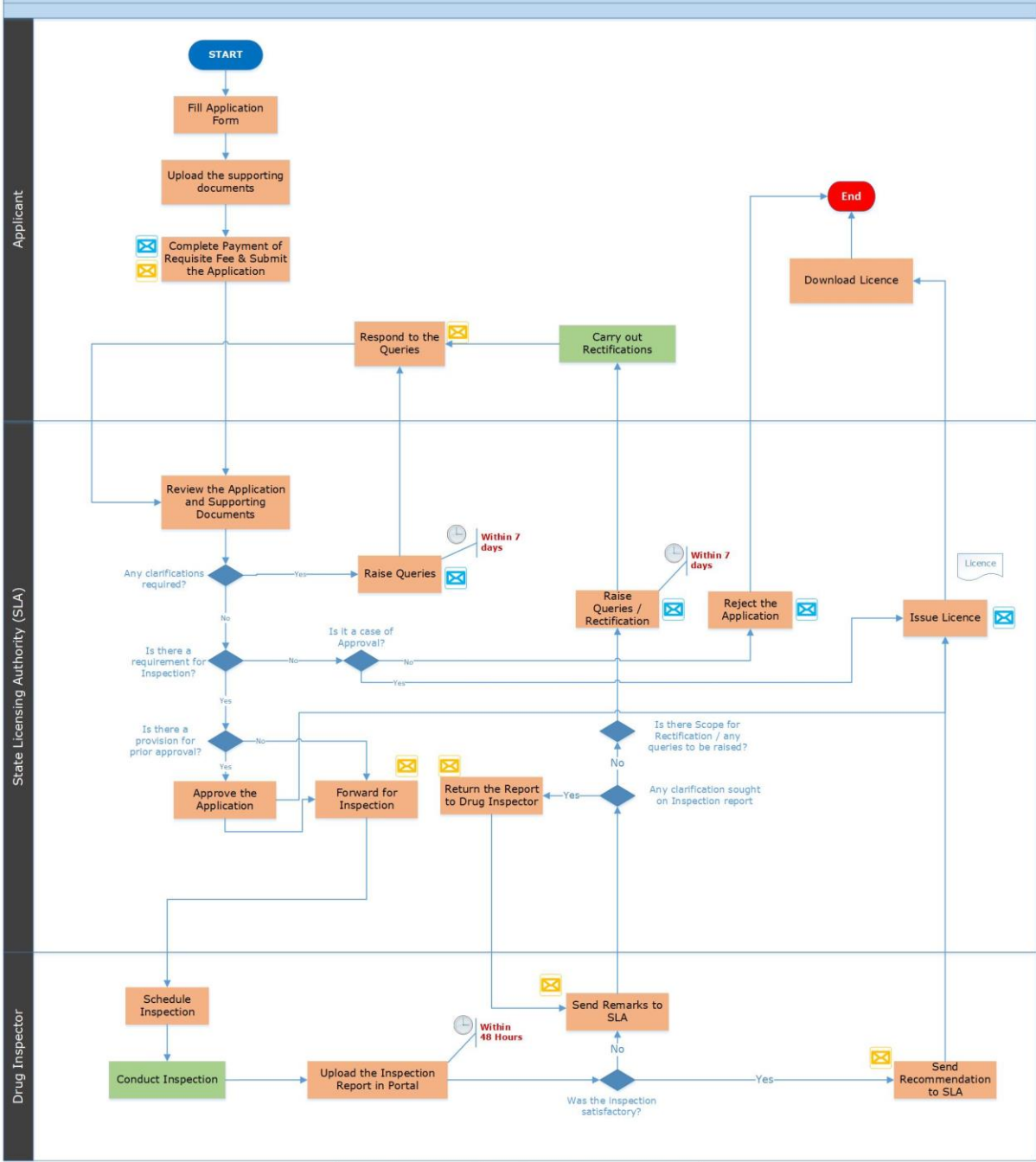
Procedure, List of Supporting Documents and Fees

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# 1 Procedure

## Application for Change of Premises – Restricted Allopathic Drugs Sale License from Food Safety and Drug Administration Department



**Legend**

- Online – Single Window Portal (SWP)
- Manual Process
- SMS & Email Alert Sent to the Applicant
- SMS & Email Alert Sent to the Department Official

## 2 Checklist of Supporting Documents

S. No.	Document
1.	Photograph of the Applicant (s)
2.	Form 19 (C1) or Form 19 (Other than Schedule C & C1)
3.	Encumbrance Certificate or Property Tax Receipt or Sale Deed Copy of Building or Equivalent Document
4.	Proof of address of the business owner (Rental Agreement or Lease Agreement, Passport, Aadhaar Card (UID))
5.	Letter of Authorisation or Board Resolution (if applicable)
6.	Copy of Pharmacy Council Registration Certificate of the Pharmacist (if applicable)
7.	Education Qualification (Highest Qualification) and Experience Certificate of the Pharmacist / Competent Person
8.	Legal Tenancy Affidavit
9.	Declaration Form
10.	Purchase Bill of Refrigerator, Air Conditioner and Generator and its working condition or installation certificate
11.	Blueprint of the Plan of the Premises Duly Signed by Licensed Surveyor and the Applicant
12.	Rental Agreement (in case of rental property)
13.	Latest Renewal Certificate Copy or Retention Fees Paid Receipt / Challan Copy (If available)
14.	Any other relevant details or documents to establish the correctness of the details or documents or claims made with regard to the above items

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### 3 Fees

S. No.	Fee Type	Amount (INR)
1	Itinerant Vendor	20
2	Non-Itinerant Vendor	500

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