

## **CHECKLIST FOR GRANT OF HOUSE HOLD REMEDIES LICENCE**

1. Statutory form – 19A for licenses in form – 20A, 21A.
2. Declaration by the Proprietor / Partner / Director with proof of residential address (Present and Permanent). ***In prescribed proforma.***
3. Partnership deed *in case of partnership firm.*
4. Plan of the premises indicating the carpet area (specifying length and breadth in meters and area in Sq.m) with the signature of Building owner and the applicant (Proprietor/ partners / Authorized signatory / Managing Director, etc,.) in a legal size.
5. Declaration of the building owner. ***In prescribed proforma.***
6. List of Directors downloaded from MCA website signed by Company Secretary / Managing Director (In case of company).
7. In case of company an Affidavit under Section 34 of Drugs and Cosmetics Act, 1940 on Rs.20/- stamp paper signed by one of the Directors of the company. ***In prescribed proforma.***
8. Details of the names of the dealers and their license numbers from whom the applicant will purchase the drugs for sale.
9. Self attested photocopy of the document showing the proof of ownership of the building owner for the premises to be licensed (E.C / any other legal document showing the present ownership).