

## **DOCUMENTS TO BE SUBMITTED TO FOR GRANT OF TEST LICENCE IN FORM-29**

- 1 Application (Statutory) in Form - 30 (duly signed or counter signed by the Head of the institution/ Director of the firm or company)
- 2 Partnership deed / List of Directors downloaded from MCA website signed by Company Secretary / Managing Director (In case of company). (*only for the grant of first test licence on the applied premises*)
- 3 Rent / Lease deed in case of Rental premises. (*only for the grant of first test licence on the applied premises*)
- 4 Declaration of the ownership of the premises if premises owned by the applicant firm or company, with the documentary evidence of ownership like Registered sale deed and/or proof of allotment of the site along with the latest property tax receipt (*only for the grant of first test licence on the applied premises*).
- 5 Plan and layout of the premises showing the installation of Machinery and Equipment preferably a Blue Print duly signed by the applicant who signed in the statutory form. (*only for the grant of first test licence on the applied premises*)
- 6 Self attested Photo copy of Aadhar card/Passport/Electoral card for address Proof of Managing Director / Partners/ Proprietor. (*only for the grant of first test licence on the applied premises*)
- 7 Consent from Telangana State Pollution Control Board regarding the activities proposed by the applicant. (*only for the grant of first test licence on the applied premises*)
- 8 List of Manufacturing and analytical equipment. (*only for the grant of first test licence on the applied premises*)
- 9 Form CT 11/ Form CT 14/ Form CT 15 from CDSCO for 'New Drugs' as per *New Drugs & Clinical Trial Rules*.

### **Bulk Drugs/Formulations**

- i. Brief Manufacturing procedure of each product
- ii. Flow Chart with structural Formula of reactions (for bulk drugs) per Master Formula record
- iii. Specifications & analytical procedure of applied products
- iv. Copies of monographs for drugs with pharmacopoeial specifications other than IP.