



RWANDA FDA
Rwanda Food and Drugs Authority
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QMS N^o: DIS/CKL/081
Revision No: 0
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Ref. Doc: Guidelines
DIS/GDL/005

II. REQUIREMENTS FOR PREMISE REGISTRATION AND LICENSING OF WHOLESALE OF FOOD PRODUCTS			New application	Renewal	Change ownership	Change location	Additional branch
Premise name :		Date :/...../.....					
Documents		YES	NO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	Application letter addressed to Director General			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Application form for premises registration and licensing of food premise			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Certificate of RDB / RCA			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	The Identity Card/Passport of the managing Director or representative			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Recent photo passport of the managing Director or representative			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Proof of Payment of prescribed fees to Rwanda FDA Accounts.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Lease contract of the premise at least one year (if applicable)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Original license			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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