

APPLICATION LETTER

<Company name>
<Province/District/Sector/Cell>
<Street/Plot/Building/ No>
<Telephone>
<Email>

<Date>

<Rwanda Food and Drugs Authority>
<P.O.Box 1948>
<Kigali- Rwanda>

Dear Sir/ Madam,

Subject: Application for premise registration of < company name/ cooperative name>

We are pleased to submit our application dossier for a registration of our premise <company name> registered under TIN number <tin> located in <address>.

The company is directed by <Managing Director (Email/telephone)> and the food products are under responsibility of <Responsible technician (email/ telephone)>.

We are a <manufacture/wholesale/retail> of <food products (types of products)> with brand name <brand name(s)>. We <any other additional information>.

Your sincerely,

<Managing Director name>
<Title>
<Signature>.



RWANDA FDA
Rwanda Food and Drugs Authority

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