



SINDH FOOD AUTHORITY

APPLICATION FOR LICENSE OF FOOD BUSINESS

UNDER SECTION 19 OF SINDH FOOD AUTHORITY ACT 2016



Name of Applicant			
CNIC #	Ph #	Cell #	
Name of Food Business			
Nature of Business		Category	
Address		District	
SECP	NTN	SRB	SALES TAX
No. of Warehouse/ Godowns		Area Measurement (sq. ft)	
Address			
Already Registered with Food Authority		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes date of Registration		If registered with any other Authority/organization, attach the copy of certificate.	
Registration in the name of			
Current Payment Details			
Challan No.	Amount Paid Rs.	Date of Payment	
Any other Restaurant / food business owned by the applicant, if yes details thereof: _____			

Declaration
I hereby undertake that the information provided in this registration form is correct and no material information and date is concealed intentionally from the Authority. I request to kindly register my food business and issue license as stipulated under section 19 of the Sindh Food Authority Act 2016.

Signature of Applicant

For Office Use Only

Ref No. _____

Food Safety Officer _____

Deputy Director (Ops) _____

Director (Operations) _____

Application Accepted	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If No, reasons for rejection		

Inspection Report Attached Yes No

Applicant Eligible for License Yes No

Director (Finance)

DIRECTOR GENERAL SFA

ACKNOWLEDGEMENT

It is acknowledged that License form and payment challan amounting Rs. _____ dated _____ Branch _____ received from Mr. /Miss. _____ on _____

Received by: _____

Sign _____

1. INTRODUCTION

The Sindh food Authority was established in 2018 under the Sindh Food Authority Act 2016. The main role of The Food Authority is to regulate and monitor the food business in order to ensure provision of safe food.

2. LICENSING FOR FOOD BUSINESS

Under the provisions of section 19 of the Sindh Food Authority Act, 2016 every food operator is required to get registered and obtain a license to run food business.

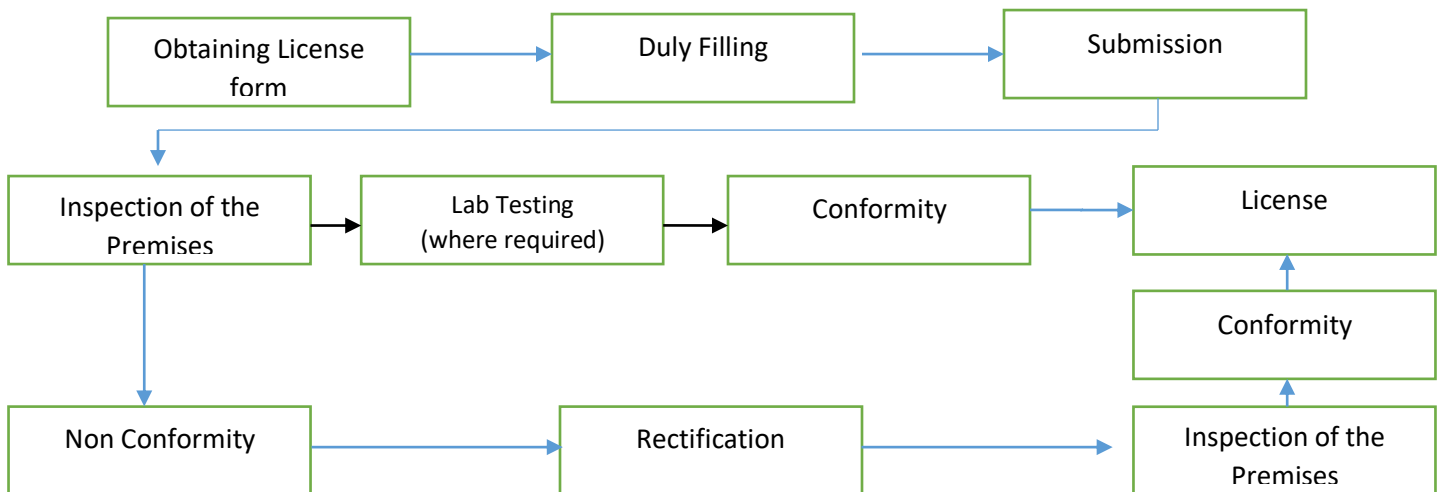
2.1 For the purpose of issuing licenses, the Sindh Food Authority has divided the food business into different categories whose details are available in this form.

2.3 In case of different outlets of any food business of same brand, separate license should be acquired.

3. Licensing Procedure

Application form for License can be obtained from SFA offices. After submission of the license form, operation team of SFA will visit the location for inspection of the business premises and give report to the Authority. If the information and details provided are found correct as per standards, the license will be issued for the period of one year.

PROCEDURE OF OBTAINING LICENSE



4. Validity

The validity of the license issued by Sindh Food Authority is one year (starting from the date of issue). In case the license is issued after January in any subsequent month, the same shall be valid for 12 months and the owner will have to get renewal of his/her license annually.

5. Renewal

Every food license is renewed annually against payment of renewal fee which is equivalent to License fee.

6. Lab Testing

In certain categories of food business lab testing is necessary before issuance of license. In case of lab testing, the expenditure will be borne by the applicant.

7. Medical Reports of the Staff

In certain categories of food business medical reports of the staff are necessary before issuance of license. In case of medical reports, the expenditure will be borne by the applicant.

8. License Fees

The details of fee(s) and bank account are as under:

Payment should be made in Account No: **0303-509374-1000**, Sindh Bank, Sindh Secretariat Branch Karachi.

Account Name: **Sindh Food Authority**

Website: **www.sfa.gos.pk**

LICENSE FEE FOR DIFFERENT CATEGORIES OF FOOD BUSINESS- 2019/2020

CATEGORY	PREMISES NAME	LICENSE FEE (RS.)	(SRB) (13%)	TOTAL LICENSE FEE (RS.)	SIZE (Covered Area)
A	PREMISES CARRYING OUT BUSINESS OF MARGARINE, BANASPATI, FAT SPREADS, ANIMAL FAT (HALAL), GHEE, FISH OIL, EDIBLE OIL, SPICES, CEREAL PRODUCTS, SOFT DRINKS, AERATED WATER, FRUITS AND VEGETABLES, FOOD ADDITIVES & INGREDIENTS AND COLD STORAGE ETC.		Ac		
(A-I)	MEGA MART/WHOLE SALE DEALER/ WARE HOUSES/DISTRIBUTOR	10,000	1300	11,300	1501 sq. ft. or above
(A-II)	DEPARTMENTAL STORE/ LARGE KIRYANA STORE	5,000	650	5,650	501 to 1500 sq. ft.
(A-III)	SMALL KIRYANA STORE/ PAN SHOP	1,000	130	1,130	Upto 500 sq. ft.
(A-IV)	FRUIT AND VEGETABLE SHOPS	500	65	565	
(A-V)	BAKERY & DAIRY SHOP WITHOUT CHAIN	1,000	130	1,130	
(A-VI)	ICE FACTORY/COLD STORAGE USED FOR FOOD BUSINESS	10,000	1300	11,300	
B	CREAMERIES, DAIRIES, DAIRY FARMS, BAKERS, HOTELS, EATING HOUSES AND OTHER SMALL SCALE FOOD MANUFACTURING CONCERNS.				
(B-I)	HOTELS AND RESTURANTS LOCATED AT PROMINENT PLACES INCLUDING FINE DINING AND AMBIANCE HOTELS AND RESTAURANTS. FAST FOOD & RESTAURANT CHAINS (INTERNATIONAL) WATER PLANTS & MANUFACTURING UNITS MARRIAGE/BANQUET HALL WITH OR WITHOUT KITICHEN AND CATERERS	20,000	2600	22,600	2000 sq. ft. or above
(B-II)	HOTELS & RESTAURANTS, FAST FOOD POINTS,MARRIAGE/BANQUET HALL WITH OR WITHOUT KITICHEN AND CATERERS,FISH CORNER, CANTEENS AND MESS, CREAMERIES, CONFECTIONARY (SWEETS),WATER PLANT & SMALL SCALE MANUFACTURING UNITS.	10,000	1300	11,300	1000 to 2000 sq. ft.
(B-III)	BAKERY OUTLETS,DAIRY SHOP CHAIN, JUICE & ICE CREAM, CONFECTIONARY,HOTEL,SWEET & NIMCO & HOME SERVICE.	5,000	650	5,650	Upto 1000 sq. ft.
(B-IV)	TANDOOR WITHOUT HOTEL (LARGE, MEDIUM, SMALL) LOCAL CART, TEA STALL, DHABA, SHAWARMA POINT, DAHI BHALLAY ETC.	500	65	565	
(B-V)	ATTA GRINDING CHAKKI	1000	130	1,130	
C	FOOD MANUFACTUING UNITS (FACTORIES)				
	SMALL	20,000	2600	22,600	Upto 2000 sq. ft.
	MEDIUM	30,000	3900	33,900	2001 to 5000 sq. ft.
	LARGE	50,000	6500	56,500	5000 or above sq. ft.
(C-I)	REGISTRATION FEE FOR SELLING OF FOOD PRODUCTS IN DISRICTS OF SINDH (IMPORTED)	10,000	1300	11,300	
(C-II)	CONTRACT MANUFACTURING	25000	3250	28,250	
(C-III)	MANUFACTURING UNITS OF FOOD GRADE PACKAGING LABELING AND UTENSILS				
	SMALL	10,000	1300	11,300	Upto 1000 sq. ft.

	MEDIUM	20,000	2600	22,600	1001 to 2000 sq. ft.
	LARGE	50,000	6500	56,500	2001 or above sq. ft.
(C-IV)	WAREHOUSE/GODOWNS OF RESTURANTS OUTSIDE PREMISES				
	SMALL	5000	650	5650	Upto 1000 sq. ft.
	MEDIUM	7000	910	7,910	1000 to 3000 sq. ft.
	LARGE	10,000	1300	11,300	3000 or above sq. ft.
(C-V)	SLAUGHTER HOUSES	20,000	2600	22,600	
(C-VI)	MEAT (POULTRY, BEEF, MUTTON AND FISH SHOPS) FROZEN FOOD ETC. READY TO EAT	5,000	650	5,650	

CHECKLIST

- i. Copy of CNIC.
- ii. Documents of the property/tenancy agreement or affidavit showing ownership.
- iii. Previous registration certificate (if any) with any authority.
- iv. Copy of Challan form
- v. Lab testing reports (where required as per SOPs)
- vi. Medical reports of the staff/food handlers (where required as per SOPs)

SOPs

The SOPs of different categories are enclosed which should be complied with before submitting the License form and operating any food business.

Note

- * Documents should be properly signed and stamped
- * Documents should be in legible writing and language
- * Make sure that no document is expired