

**CHECK LIST FOR OBTAINING ACKNOWLEDGEMENT OF RECEIPT TO
WHOLESALE DEALERS TO MARKET IN ENTIRE STATE OF KARNATAKA**

Sl. No.	Particulars	Yes/No	Page No.
1	Covering letter addressed to Joint Director of Agriculture (Fertilizer & Plant protection), Head office, Bengaluru		
2	Applicant Status: Manufacturer/Importer/Pool Handling Agency/Wholesale Dealer/ Marketer		
3	List of Products required to carry out business of fertilizers		
4	Application in Form "A1" (in Duplicate)		
5	Form-'O' (in case of Self manufacture) (in Duplicate)		
6	For Marketers - Form-'O' from all the sources should be enclosed along with Responsible person details. (in Duplicate)		
7	Debiting of required fee of Rs. 6,000/- in the Treasury (Original Challan)- Head of Account: "040100105000" 0401-Crop Husbandry, 105-Manures & Fertilizers		
8	Appointment of Qualified person: i) The name and address of the person appointed with his Degree certificate and Marks Card [B.Sc.(Agri.) or B.Sc. with Chemistry/Microbiology in case of Bio-fertilizers as one of the optional subject from the recognized University] ii) Acceptance of the appointment order by the Chemist		
9	Declaration of Laboratory facilities and equipments in case of Manufacturers		
10	Firm Registration copy: Proprietor/Partnership deed/Pvt. Ltd. company		
11	VAT Registration & Assessment copy		
12	Registration certificate from Industries & Commerce Department (SSI Certificate)		
13	Declaration of regarding responsible person as per Cl.24 of F.C.O. 1985 & Detailed bio-data of the person (Name, Age, Qualification, Designation, Present & Permanent address, Phone Number-Office& Mobile, Experience etc.,)		
14	For the Importer, copy of Importer-Exporter code Certificate, Certificate of Origin, Letter of consent to supply & Analysis reports.		
15	Copy of Manufacturing licence in case of Mixture Fertilizers		
16	If out of state company, then Marketing licence/Wholesale License from the concerned state.		
17	Details of storage point - own/rented/lease agreement copies		
18	Recent quality test report from Govt. Institutions/Notified laboratories/any ISO lab for other state manufacturers.		
19	Details of packing and marking on the container/bag		
20	Reasons to obtain State License		