

Application form for Registration of Packers/Importers of Packaged Commodities

Key points to be remembered while submitting the application form

1. The applicant having place of business in **Odisha area** can only apply.
2. Online Fees for Packers/Importers Rs. 500/-.
3. All documents should be self-attested and uploaded in pdf file. The size of the pdf file should not be more than 2 MB.
4. If your file is more than 2 MB please reduce pdf file size through this link [Click Here to reduce pdf file size.](#)
5. Passport size photograph should be uploaded in .pdf format only.

Checklist for Mandatory Documents to be uploaded

1. Registration Certificate of the firm.
2. Address Proof:- Electric Bill / Water Bill / Agreement.
3. Verification Certificates of Weights & Measures used in the firm/establishment.
4. Certificate from Competent authority in case of food item/other items(Specified under Rules).
5. Import/Export Certificate.
6. PAN/TIN/VAT/GST.
7. Voter ID/DL/Adhaar/Passport/PAN/Other Photo identity proof
8. Sample wrapper/ Packing Material/ Slip/ Sticker/ Label which is used on the packages.
9. Memorandum of articles/ Form No. 18/ Partnership deed and latest Directors List.
10. Deposit of necessary fee i.e. Rs. 500/-.