



Ministry of Agriculture and Forests
Bhutan Agriculture and Food Regulatory Authority
CERTIFICATION SERVICES

Director General
Bhutan Agriculture and Food Regulatory Authority,
Analytical and Certification Division
Thimphu Bhutan

Sub: **APPLICATION FOR RECERTIFICATION (RENEWAL) OF LICENCE**

Dear Sir,

We, carrying on business at.....
(Full factory and office address) under name of ----- (Full
name of individual or firm) apply for renewal of Licence No. BAFRA/CS/CML- -----
-----dated
granted for a further period of one year, the terms and conditions being the same as stipulated
in my/our previous application and the aforesaid license, and/or such other conditions as the
BAFRA may stipulate.

We are attaching the following information related to products bearing BAFRA
Certification Mark affected under the license, in the operative year:

1. Details of products using certified marks
2. Action taken as per BAFRA's surveillance visit(s)
3. Factory and market samples drawn and tested
4. Complaints received certified products

I/We are enclosing herewith a Bank Draft No-----dated -----for -----drawn on
----- towards the following dues:

- i) Recertification application fee of -----.
- ii) Marking fee
- iii) Previous dues (as per your notice) of -----

Renewal application dated this -----day of two thousand and

Signature
Name
Designation
For and on behalf of
Seal of the Firm