

# The Health Master

## **Procedure for submission of License Retention fee for repacking license for drugs**

1. Govt. of India vide its notification no. GSR-1337 (E) dated 27.10.2017 has omitted the word "Renewal" and the license will be valid perpetual, if the Licensee deposits a License retention fee before the expiry of a period of every succeeding five years from the date of its issue, unless, it is suspended or cancelled by the Licensing Authority.
2. The License retention fee shall be equivalent to the respective fee required for the grant of such License excluding inspection fee paid for grant of License.
3. If the Licensee fails to pay License retention fee on or before the due date, he shall be liable to pay License retention fee along with a late fee calculated at the rate of two percent of the License fee for every month or part there of up to six months, and in the event of non-payment of such fee, the License shall be deemed to have been cancelled.
4. Licensee at the time of submission of License retention fee should submit an undertaking that:
  - a. there is no change in constitution
  - b. there is no change in premises
  - c. there is no change in approved technical staff
  - d. list of already approved items and required fee which firm intends to retain.
5. Validity certificate shall be issued on receipt of License retention fee along with items fee.