

**DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION FOR NEW  
LOAN LICENSE**

1. Covering letter with court fee stamp of Rs.5
2. Filled 24 E application
3. Filled Questionnaire (Applicant's photograph affixed)
4. Drug Loan License- Traditional medicine-2000/- -Chelan Head of Account (0210-04-104-99)  
Drug Loan License- Patent & Proprietary medicines –Rs.3000 for up to 10 medicine & Rs.2000 for each additional medicine
5. Copy of letter issued for permission to the establishment intending to manufacture the drug.
6. Consent letter from the establishment intending to manufacture the drug
7. Detailed building plan prepared and signed by a registered draftsman and signed by the applicant
8. Affidavit in prescribed form in 200/- stamped paper attested by notary under seal.
9. Ownership certificate of the building
10. In the case of rented building, copy of attested lease agreement in 200/- stamped paper
11. Attested Certificate of joint venture agreement/Memorandum of Association of the company, Articles of Association and attested identity of directors and partners.
12. Copy of 25 D, 26D, GMP Certificate of the establishment intending to manufacture the drug.
13. Prescribed format of drug list of drugs to be approved.  
(Patent & Proprietary drug in 14 column format, Classical drugs in 4 columns , 2 copies of drug list- one each with and without attested by licensee , technical staff.
14. Pilot study report and stability study report for approval of P&P drugs.  
Report of drug testing in Ayush approved labs and copy of pages of reference books should be produced.
15. Applicant's identity document and self-addressed postal cover
16. List of lab equipment in the drug manufacturing unit
17. List of machinery and vessels in the drug manufacturing unit
18. Affidavit of technical experts of the establishment intending to manufacture the medicine attested by Drugs Inspector, qualification certificate, identity documents.