

**List of documents to be submitted for Issuance of Registration  
Certificate of Manufacturing Unit (South India)**

No.	Document(s)
1	Application form properly signed along with date and seal of the proprietor/partner /Director/Authorised Signatory as the case may be.
2	Detailed list of machinery and equipment installed along with date of installation
3	Copy of Final Factory Layout drawing to be drawn by Civil Engineer.
4	Declaration on non-judicial stamp paper mentioning that the tea will be manufactured in the factory shall conform the specification for tea as laid down under FSSAI rules as amended time to time
5	Copy of NOC issued by Tea Board for setting up of new tea factory/existing factory
6	Copy of Good & Service Tax (GST) certificate
7	For Company – A copy of Memorandum and Articles of Association duly certified by one of the directors, Or For partnership firm– A court/ notary certified deed of partnership, Or For registered firm – A copy of certificate of notification issued by Registrar of firms, Or Co-operative firm – A copy of certificate of registration issued by registrar of co-operative firms, Or For Proprietorship concern : Declaration duly notarized in non judicial stamp paper value not less than Rs.100/- for sole proprietorship along with name and residential address, Or SHG of STGs – A copy of certificate of registration of society from the State Government.
8	A copy factory license issued by concerned State Government, duly signed and affixing seal of the company/firm
9	Any other document