

## **The Packaging activity exporters**

### **(sorting and packing stations)**

#### **A- Conditions for registration, renewal and modification of packaging activity (exporters):**

1. The project, export activity, packaging, or sorting must be recorded in both the commercial register and the tax card of the facility.
2. The facility must have issued a letter of clear approval from the Agricultural Crops Export Council to extract or renew the production requirements register card for packaging materials
3. The activity in the clear approval letter must have a fixed period (beginning and end) of quantities and items
4. The activity must be existing and recorded in the operating license, its place - its validity period (beginning and end) - the capacity and the type of item being filled.
5. The project and activity data must be identical in the commercial register, clear approval letter, operating license and tax card
6. That the person concerned, or whoever has the right to manage and sign or the agent does not work for the government

#### **B- Registration, renewal and amendment documents for packaging activity (exporters):**

1. A production requirements card application form signed by the person who has the right to manage and sign in front of the competent employee or signed by the agent or authorized representative.
2. A copy of the national ID card or passport of those who have the right to manage and sign, with the job and the original installed for viewing
3. If the applicant is an agent or authorized representative:
  - A copy of the national ID card or passport of the agent or authorized representative and the original for review.
  - A copy of a notarized authorized from the real estate registry and the original for review (even a second agent is accepted only).

Or the original authorization form signed in front of the competent employee who has the right to manage and sign, or the authenticity of the signature is certified by an approved bank.

- Acknowledgment of the validity of the authorized signed by the agent (if the applicant is an agent of the facility).

4. A recent official extract from the commercial register, valid for a period of not less than 90 days, and an update that has not been issued for more than 90 days for the facility for which the clear approval was issued, including the export activity of packing, packaging or sorting.

5. A copy of a valid exporter's register card and the original for review.

6. A copy of a valid operating license issued by the local unit to which the sorting or packing station belongs in the governorate, and the original for information, indicating the validity period of the license specified (beginning and end) - type, quantity and capacity.

Or an original statement from the local unit to which the filling or sorting station belongs in the governorate that the station's license is valid (specified beginning and end) - type, quantity and capacity.

7. An original letter from the Agricultural Crops Export Council approving the extraction or renewal of the production requirements register card for packaging materials, explaining:

Activity - its address - duration (beginning and end) - items and quantities - commercial registration number - brand and trade name of the facility

8. A copy of the tax card is identical to the commercial registration data and the original for review

Or a basic data document for the taxpayer from the Tax Authority (if the project is new and has not yet been issued a tax card)

9. A copy of the ownership or lease contract of the original filling and sorting station for viewing

10. Completion of the "undertaking for activities that do not have an industrial registry" signed by whoever has the right to manage and sign in front of the competent employee or signed by the agent or authorized representative.

**C- Notes on the registration, renewal and modification of the packaging activity (exporters):**

1. Issued to exporters who do not have an industrial registry and who import packaging materials under the temporary permit system
2. The document indicative of the activity is the letter of the Agricultural Crops Export Council expressly consenting to the extraction or renewal of the production requirements register card for packaging materials
3. The document evidencing the practice of the activity is the operating license and the register of two exporters
4. The operating license is issued in the name of the owner of the filling station, and if he is the holder of clear approval, a production requirements card will be issued in his name
5. In the case of renting the packaging station, an operating license shall be requested in the name of the owner and the station lease contract. The name of the station owner and the approval holder shall be included on the production requirements card.
6. The cancellation of the operating license, followed by the cancellation of the production requirements register card