

## **The packaging activity**

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

1. The project and the packing or packaging activity must be recorded in both the commercial register and the tax card of the establishment
2. The facility must have a valid, unconditional or non-temporary industrial registry
3. The activity in the industrial register has a fixed period (beginning and end) of quantities and items
4. The activity must be exist and evidenced in the operating license
5. The project and activity data must be identical in the commercial and industrial register, 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:**

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, sign, and the original 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, including packing or packaging activity.

5. A copy of a valid operating license with notification issued by the industrial development and conforming to the industrial register with the title of the activity - its validity period (beginning and end) and the original for viewing, or a copy of a paper operating license from the neighborhood with the receipt of payment of the fees for the operating license in industrial development, which is identical to the industrial register with the address of the activity Its validity period (beginning and end) and the original for viewing

6. A copy of a valid, unconditional, temporary or temporary industrial register certificate preceded by a permanent one, and the original for perusal of the facility for which the operating license was issued, provided that the activity includes - its address - duration (beginning and end) - items and quantities - commercial registration number - the name and trade name of the facility.

Or an original letter from the Industrial Control Authority in the name of the facility for which the operating license was issued, explaining the activity - its address - duration (beginning and end) - items and quantities - commercial registration number - brand and trade name of the facility

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

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

8. A copy of the ownership contract, lease or management contract in case there is an establishment managing the original project for review

**9. In the event that there is another facility managing the project in whose name the license is issued:**

A recent official extract from the commercial register of the establishment that owns or leases the project, valid for a period of not less than 90 days, and a recent date that has not been issued for more than 90 days.

Provided that the project data - the title of the activity - include the data of the person responsible for managing the activity for whom the operating license was issued

**10. In the absence of an industrial register:**

Completion of the “Non-industrial Activities Undertaking” 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.

**Or in the case of an industrial registry:**

Completion of the “Industrial Register Undertaking” 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.

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

1. The document indicative of the activity is the industrial register or a letter from the Industrial Control Department

The document evidencing the activity is the operating license

2. It is not required to state in the industrial registry that it is permanent, but it must be unconditional or not temporary

3. Both the industrial register and the operating license shall be considered temporary if it is required to reconcile the situation with them (settlement of the environment file - civil defense).

4. Upon renewal, if the industrial register is temporary, a temporary card can be obtained for production requirements, provided that the industrial register submitted at the time of registration is permanent.

5. The industrial development of the industrial register shall be written off, followed by the cancellation of the production requirements register card