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## Registration, Renewal, and Modification in the Production Supplies Registry

### Description:

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- Registration, renewal, and modification of productive or service activities that import their needs for commodity production or service provision according to Regulation 770 of 2005.
- **The following productive or service activities have been registered in the Production Supplies Registry:**
  1. Industrial Production Activity
  2. Agricultural Production Activity (Animal – Fish – Laboratories – Poultry)
  3. Plant Production Activity (Plants – Nurseries – Tissue Culture)
  4. Tourism Activity (Tourist Resorts – Hotels – Restaurants – Cafes)
  5. Service Centers and Maintenance Workshops
  6. Packaging Activity (Factory) (for those with an industrial registry)
  7. Packaging Activity (Exporter) (for exporters without an industrial registry, importing packaging materials under temporary admission)
  8. Petroleum Services Activity
  9. Press Institutions Activity
  10. Medical Services and Contract Manufacturing Activity
  11. Educational Services Activity
  12. Military Production Activity (in factories affiliated with the Ministry of Military Production)
  13. Activities under the General Investment Authority and Free Zones
  14. Activities under the Ministry of Civil Aviation
  15. Activities under the Ministry of Water Resources and Irrigation
  16. Activities under the Ministry of Communications and Information Technology
  17. Activities of Cooperative Associations
  18. Activities related to Radiological and Nuclear Materials Services
  19. Activities related to New and Renewable Energy Services
  20. Agricultural Activity for Importing Seeds and Saplings
  21. Services of Cooperative Associations under the Ministry of Social Solidarity

### Location:

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- Branches: Maarouf, Alexandria, Damietta, 6th October

### Procedures for Registration in the Production Supplies Registry:

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1. **Book an appointment through GOEIC's portal** (in case of submitting the application at Maarouf or 6th October).



2. Please review the usage instructions when booking the appointment.
3. Submit the required documents.
4. Review of documents.
5. Determine the prescribed fees at the application window.
6. Pay the fees at the GOEIC treasury via credit card.
7. Financial and technical review.
8. Enter the data for the Production Supplies Registry card.
9. The concerned person reviews the card before lamination and receipt.
10. Lamination and delivery.

### Validity of Registration in Production Supplies:

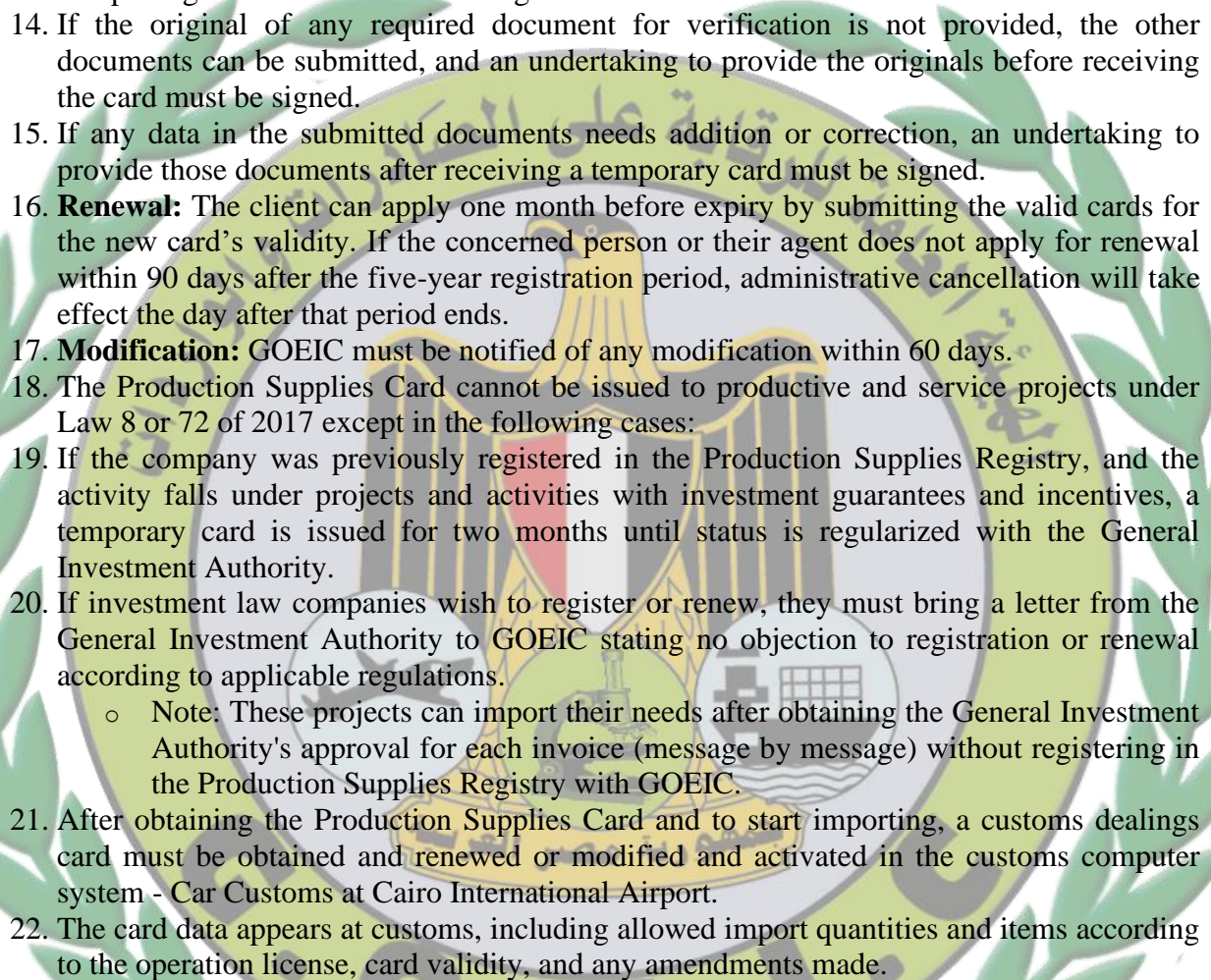
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- Five years.
- If a commercial registry or project license is presented and its validity period is less than 5 years, the expiration date of the Production Supplies Card will be the earlier of the two dates.

### General Notes:

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1. Obtain document forms only from GOEIC's portal.
2. To find out how to book an appointment through GOEIC's portal, please [[Click here](#)]
3. A two EGP resource development stamp and a one EGP stamp are required on the power of attorney copy.
4. Only a second power of attorney is accepted, and the delegation validity is three months.
5. If the concerned person or authorized signatory is abroad and delegates their legal representative to submit the service request to GOEIC, the power of attorney issued by a foreign entity must be certified by the Egyptian embassy or consulate abroad and deposited with the land registry in Egypt.
6. For foreigners, each must provide a copy of the residence permit, including the work permit from the Immigration and Passports Administration, and a valid passport.
7. The recent official extract from the commercial registry must be valid for at least 90 days and not older than 90 days from issuance, with the main and sub-registries provided if the activity address is in the sub-registry. The commercial registry must indicate the activity, national ID number, and address of the establishment.
8. If the activity in the tax card differs from the commercial registry, a basic data document from the tax authority must be provided.
9. The trade name, commercial name, activity address, type of entity, activity duration, quantities, and items in the submitted documents must match.
10. The data of the main and sub-commercial registries must match.
11. The items and quantities allowed for import on the Production Supplies Card are determined according to the operation license and explicit approval letter for issuing or renewing the Production Supplies Registry or the industrial registry. More than five products are listed in a data certificate or separate product certificate from the Production Supplies Card.

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- The logo of the General Investment Authority (G.O.E.I.) is a circular emblem. It features a central shield with a yellow field containing a stylized sun or star, and a red field containing a white cross. The shield is flanked by two golden pillars. Above the shield is a golden eagle with spread wings. The entire emblem is encircled by a green laurel wreath. The letters 'G.O.E.I.' are written in a large, bold, serif font across the bottom of the emblem.
12. The activity address on the Production Supplies Card is the address listed in the operation license, industrial registry, explicit approval letter for issuing or renewing the Production Supplies Registry, and the main or sub-commercial registry.
  13. If the original national ID of someone listed in the commercial registry with management and signing rights is not available, a copy can be submitted with the agent or delegate completing a national ID acknowledgment form.
  14. If the original of any required document for verification is not provided, the other documents can be submitted, and an undertaking to provide the originals before receiving the card must be signed.
  15. If any data in the submitted documents needs addition or correction, an undertaking to provide those documents after receiving a temporary card must be signed.
  16. **Renewal:** The client can apply one month before expiry by submitting the valid cards for the new card's validity. If the concerned person or their agent does not apply for renewal within 90 days after the five-year registration period, administrative cancellation will take effect the day after that period ends.
  17. **Modification:** GOEIC must be notified of any modification within 60 days.
  18. The Production Supplies Card cannot be issued to productive and service projects under Law 8 or 72 of 2017 except in the following cases:
  19. If the company was previously registered in the Production Supplies Registry, and the activity falls under projects and activities with investment guarantees and incentives, a temporary card is issued for two months until status is regularized with the General Investment Authority.
  20. If investment law companies wish to register or renew, they must bring a letter from the General Investment Authority to GOEIC stating no objection to registration or renewal according to applicable regulations.
    - Note: These projects can import their needs after obtaining the General Investment Authority's approval for each invoice (message by message) without registering in the Production Supplies Registry with GOEIC.
  21. After obtaining the Production Supplies Card and to start importing, a customs dealings card must be obtained and renewed or modified and activated in the customs computer system - Car Customs at Cairo International Airport.
  22. The card data appears at customs, including allowed import quantities and items according to the operation license, card validity, and any amendments made.