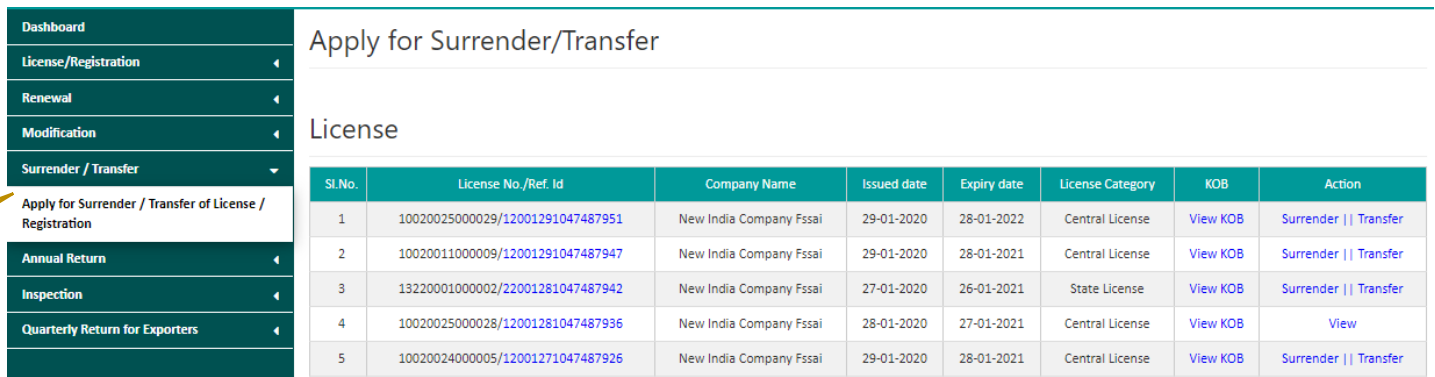


## How to transfer a license?

**Step 1:** Navigate to Surrender/Transfer and under it click on Apply for Apply for Surrender/Transfer of License/Registration.



Dashboard

License/Registration

Renewal

Modification

Surrender / Transfer

Apply for Surrender / Transfer of License / Registration

Annual Return

Inspection

Quarterly Return for Exporters

### Apply for Surrender/Transfer

#### License

Sl.No.	License No./Ref. Id	Company Name	Issued date	Expiry date	License Category	KOB	Action
1	10020025000029/12001291047487951	New India Company Fssai	29-01-2020	28-01-2022	Central License	View KOB	Surrender    Transfer
2	10020011000009/12001291047487947	New India Company Fssai	29-01-2020	28-01-2021	Central License	View KOB	Surrender    Transfer
3	13220001000002/22001281047487942	New India Company Fssai	27-01-2020	26-01-2021	State License	View KOB	Surrender    Transfer
4	10020025000028/12001281047487936	New India Company Fssai	28-01-2020	27-01-2021	Central License	View KOB	View
5	10020024000005/12001271047487926	New India Company Fssai	29-01-2020	28-01-2021	Central License	View KOB	Surrender    Transfer

**Step 2:** Click on proceed against the application which user wants to transfer.

## Apply for Surrender/Transfer

### License

Sl.No.	License No./Ref. Id	Company Name	Issued date	Expiry date	License Category	KOB	Action
1	10020025000029/12001291047487951	New India Company Fssai	29-01-2020	28-01-2022	Central License	View KOB	Surrender   <b>Transfer</b>
2	10020011000009/12001291047487947	New India Company Fssai	29-01-2020	28-01-2021	Central License	View KOB	Surrender    Transfer
3	13220001000002/22001281047487942	New India Company Fssai	27-01-2020	26-01-2021	State License	View KOB	Surrender    Transfer
4	10020025000028/12001281047487936	New India Company Fssai	28-01-2020	27-01-2021	Central License	View KOB	View
5	10020024000005/12001271047487926	New India Company Fssai	29-01-2020	28-01-2021	Central License	View KOB	Surrender    Transfer
6	13320001000017/22001251047487915	New India Company Fssai	25-01-2020	24-01-2021	State License	View KOB	Surrender    Transfer
7	12820001000001/22001251047487909	New India Company Fssai	25-01-2020	24-01-2025	State License	View KOB	View
8	10020025000026/12001251047487907	New India Company Fssai	25-01-2020	24-01-2021	Central License	View KOB	Surrender    Transfer
9	12620001000001/22001251047487906	New India Company Fssai	25-01-2020	24-01-2021	State License	View KOB	Surrender    Transfer
10	12720001000001/22001251047487905	New India Company Fssai	25-01-2020	24-01-2021	State License	View KOB	Surrender    Transfer

**Step 3:** All the application details filled initially will appear. Fill in the mandatory fields like Company Name, Death Certificate, Legal Heir Certificate, Date of Death and Remarks For Transfer and click on proceed.

# Transfer of License

Application Reference No : 22001291047487960	Application Type : Transfer
Name of Company/Organizations : Mid Day Meal	Application Date : NA
GST No. : NA	Kind of Business : Caterer
Address : ADDRESS, North Goa,Goa-111111	
PAN No. : NA	CIN No. : NA
License No. : 10620001000006	Expiry Date : 28-01-2024

**Registered Office Detail(s)**

Address : ADDRESS	State : Goa
District : North Goa	Pin Code : 111111

**Address of Premises for which license is applied**

Address : ADDRESS	State : Goa
District : North Goa	Pin Code : 111111

**Correspondence Address**

Address : ADDRESS	State : Goa
District : North Goa	Pin Code : 111111

**Contact Information**

Telephone No. : NA	Fax : NA
Mobile No : 2222222222	Email-ID : a@d.com

**Person in charge of operations**

Name : NAME	Qualification : QUALIFICATION
Contact No. : NA	Mobile No. : 3333333333
Email-ID : w@d.com	Address : ADDRESS
State : Goa	District : North Goa
Pin Code : 222222	Photo Id Card : Voter ID
Photo Id No : 333333333333	Photo ID Expiry Date : N/A
FoStac No. : NA	

**Person responsible for complying with conditions of License**

Name : NAME	Qualification : QUALIFICATION
Contact No. : NA	Mobile No. : 3333333333
Email-ID : w@d.com	Address : ADDRESS
State : Goa	District : North Goa
Pin Code : 222222	Photo Id Card : Voter ID
Photo Id No : 333333333333	Photo ID Expiry Date : N/A

**Kind of Business - Caterer**

Sl.No.	Product(s)
1	11 - Sweeteners, including honey

**Other Detail(s)**

Whether Unit is Equipped with an analytical laboratory? : No

Already Holding License: No

Other License: No

Is Holding PA/NOC: No

Company Name : *	<input type="text"/>	Death Certificate : *	<input type="button" value="Choose File"/> No file chosen
Legal Heir Certificate : *	<input type="button" value="Choose File"/> No file chosen		
Date of Death : *	<input type="text" value="dd/mm/yyyy"/>		

Remarks For Transfer : \*

Note: Transfer is applicable only in case of death of the license holder.