**Name of administrative procedure: Issuance of the license for export of sugar to EU countries**

|  |  |
| --- | --- |
| **Larger organizational unit** | Sector for foreign trade policy and foreign investments |
| **Smaller organizational unit** | Department for foreign trade policy, control and safeguard measures |
| **Activity/ies** | Export of sugar in accordance with European Commission Regulation No. 891/2009 of 25.9.2009 |
| **Competent incumbents contact data** |

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| **Purpose of the administrative procedure** | Realization of the right to export sugar to EU countries |
| **Legal base for the administrative procedure** |  |
| **Fees** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Fee**  | **Amount (BAM)** | **Account for payment** | **Reference number** |
| Application fee |  5 | 3380002210018390 |  1 |
| Licence issuance fee  |  15 | 3380002210018390 |  3 |

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| **Required information for applying**  |

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| --- |
| **Information** |
| Place and date of application |
| Applicant’s name |
| Applicant’s residence |
| Responsible person of the applicant |
| Applicant’s phone number  |
| Name of the exporter |
| Residence of the exporter |
| Responsible person of the exporter |
| Phone number of the exporter |
| Importer |
| End user |
| Licence validity period |
| Country of origin of goods |
| Description |
| Tariff Code |
| Quantity |
| Signature (applicant) |
| Seal |

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| **Documentation** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Document** | **Institution issuing the documentation** | **Delivery form** | **Comment** |
| Purchase agreement |   |  Original |   |
|  Proof of fee payment |  |  |  |

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| **Deadline for resolving a complete case (days)** | 15 |
| **Note** |  |
| **Time validity of the resolution upon request (days)** |  |