

**List of documents accompanied with application form for approval of Commercial /cooperative /state grading laboratories for the grading and marking of centralized commodities under AGMARK for domestic trade.**

Sr. No	Documents required
1.	Online application in prescribed proforma-D & particulars in D-1
2.	Self attested copies of proprietorship/partnership deed/Memorandum or Articles of Association/Bye-laws of society etc.
3.	Self attested copies of KYC of all partners
4.	Site Plan/Blue print or neatly drawn sketch of the premise showing all dimensions duly signed by the authorized person of the firm.
5.	Self attested copies related to premise: ownership document/lease agreement/allotment letter etc.
6.	Copy of the consent letter from legal owner of the premise in case of premise is taken on lease/rent.
7.	Ownership declaration of the premises of the laboratory on Non-judicial stamp paper, if owned.
8.	List of professionally qualified Chemists
9.	List of equipment, apparatus and chemicals duly signed by the authorized person of the laboratory.
10.	Recommendation of the concerned State Government Authorities
11.	Consent letter of authorized packers on their letter head to grade and mark commodities through the laboratory
12.	Prescribed online fee payment at Bharatkosh.
13.	KYC of Proprietor, partners, Directors/ Chairman/Vice chairman etc. (with ID proof and residential proof)
14.	Declaration for fire safety arrangement
15.	Declaration for Comply of Food Safety Parameters

**Checklist for Training of Sponsored Chemist :**

<b>Sl. No.</b>	<b>Documents required</b>
1.	Application for training from packer
2.	Appointment Letter of the chemist to be trained
3.	Joining letter/Acceptance letter from the chemist to be trained
4.	Training completion certificate issued by RO/SO
5.	Matriculation certificate of the Chemist (self signed)
6.	Degree & Marksheet of the Chemist (self signed)
7.	Prescribed Training Fee (on Bharatkosh)
8.	No relation certificate from the packer
9.	Passport size photographs of the Chemist
10.	KYC of Chemist self signed