# REQUIREMENT FOR AHCAB NEW MEMBERSHIP

1. AHCAB Membership Application Form should be filled properly (Correction/Use of Fluid not allowed).

2. Recommended and Seconded by valid AHCAB Members. (Executive Member should not be recommended/seconded any application)

3. Two copies of Passport Size Photographs of applicants (Lab Print)
4. Copy of Valid Trade License
5. Copy of Valid **Commercial** Import Registration Certificate (if applicable).
6. Copy of Registration/Incorporation Certificate from RJSC (For Limited Company Only).
7. Copy of Memorandum of Article of the Company with Form 12 (For Limited Company Only)
8. Copy of TIN/Tax Clearance of the Company and MD (In case of Limited Company)
9. Copy of TIN/Tax Clearance of Proprietor (In case of proprietorship)
10. Copy of VAT Registration
11. Product List of the Company - to be printed in Letterhead Pad and signed by the applicants.
12. Organizational Profile of the Company - to be printed in Letterhead Pad and signed by the applicants.
13. Organogram of the Company - to be printed in Letterhead Pad and signed by the applicants.
14. Partnership Deed of Agreement (In case of partnership)
15. Copy of NID
16. Agency/Dealership/Distributorship Agreement or Management License for Animal Health Products (in case of Importer). Following condition for agreement must be fulfill:

    a. Agreement should in original form.

    b. Agreement should be countersigned by the Chambers of Commerce of respective principles country or Bangladesh High Commission/Embassy in Abroad.

    c. Agreement for any banned items will not be allowed.

    d. Agreement should be valid for next 12 months.

    e. Principal company should not be allowed to give distributorship for his same product more than one in Bangladesh.

    f. Principal company should not be allowed to give distributorship for his whole products more than 3 Companies in Bangladesh.

    g. Principal company should have own website.

    h. Copies of Principal companies ERC, VAT and Tax Identification should be submitted.

    j. Principle Companies full address, email ID, Phone number, Website, agreements product list, Terms & Validity of the contract, Guarantees and Claims, Indenting, Incentives, Commissions, Renewal terms, Dispute terms and other related clauses should be mentioned.

    k. Product Generic and Brand Name should be mentioned in agreement.

Note: Should have standard warehouse of minimum 1000sft which required for getting DLS Cat-2 License. There should be an AC room with refrigerator, fire fighting equipments, racks, thermometer, hygrometer, shelves and other standard equipments for warehouse.

| | General Member | Associate Member |
|---|---|---|
| Application processing fee | : 5,000.00 | 5,000.00 |
| Admission fee | : 1,00,000.00 | 50,000.00 |
| Website Fee | : 1,000.00 | 1,000.00 |
| **Total Amount** | **: 1, 06, 000.00** | **56,000.00** |
| **Renewal Fee** | **: 20,000.00** | **15,000.00** |