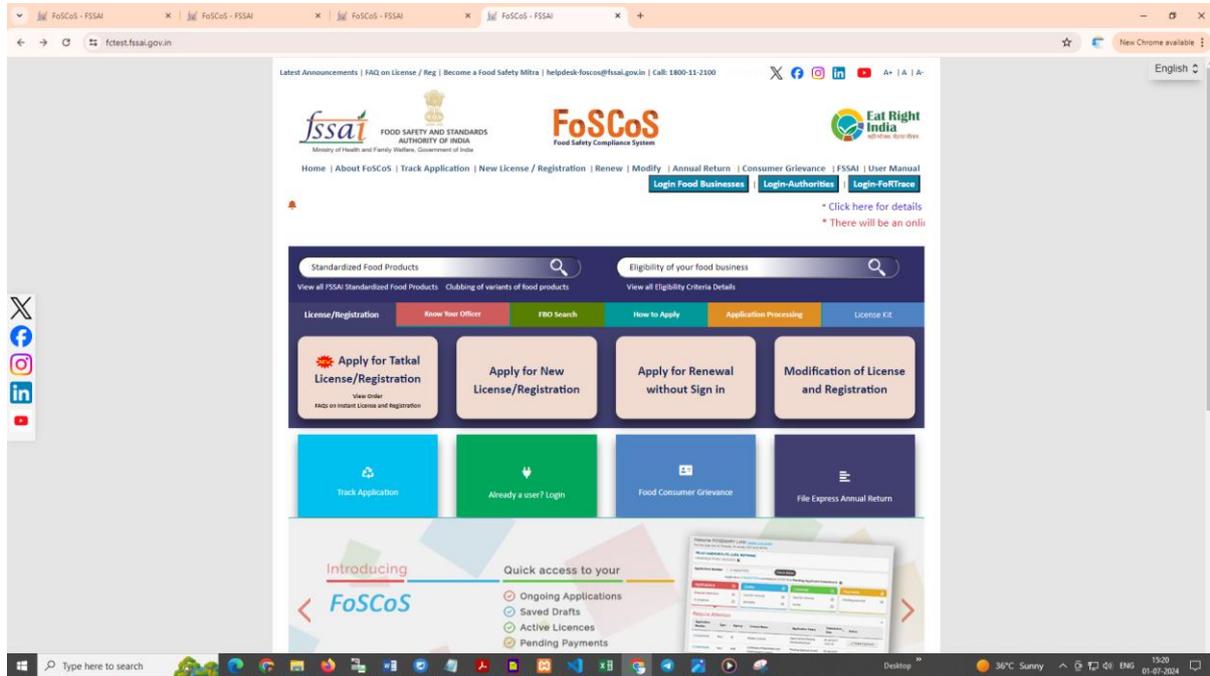
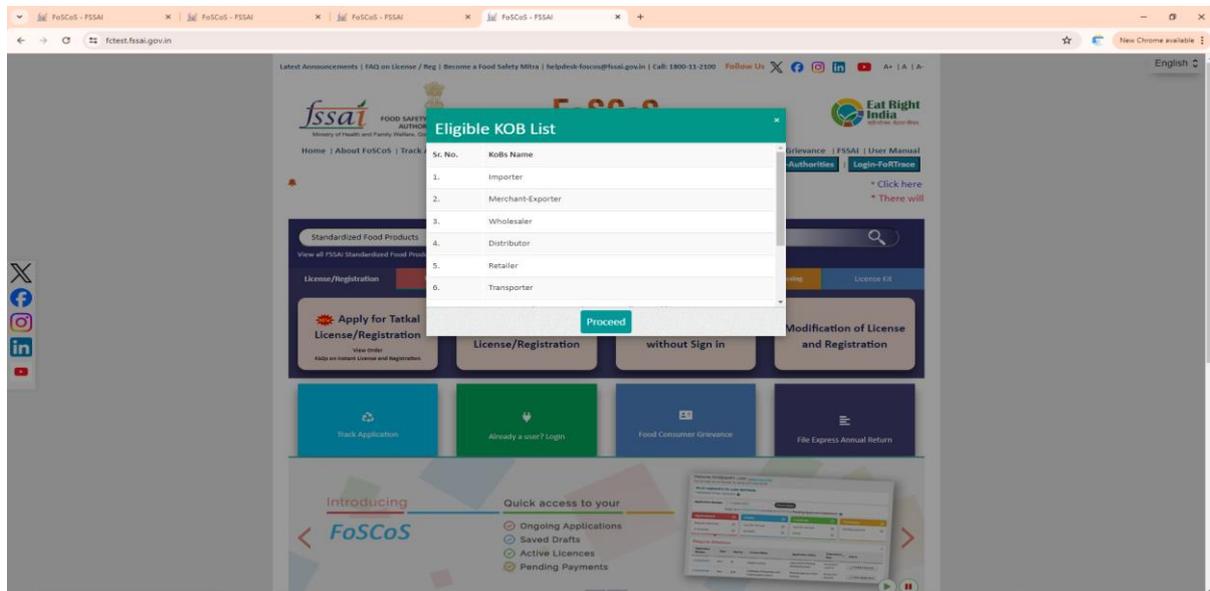


## USER MANUAL FOR TATKAL LICENSE/REGISTRATION

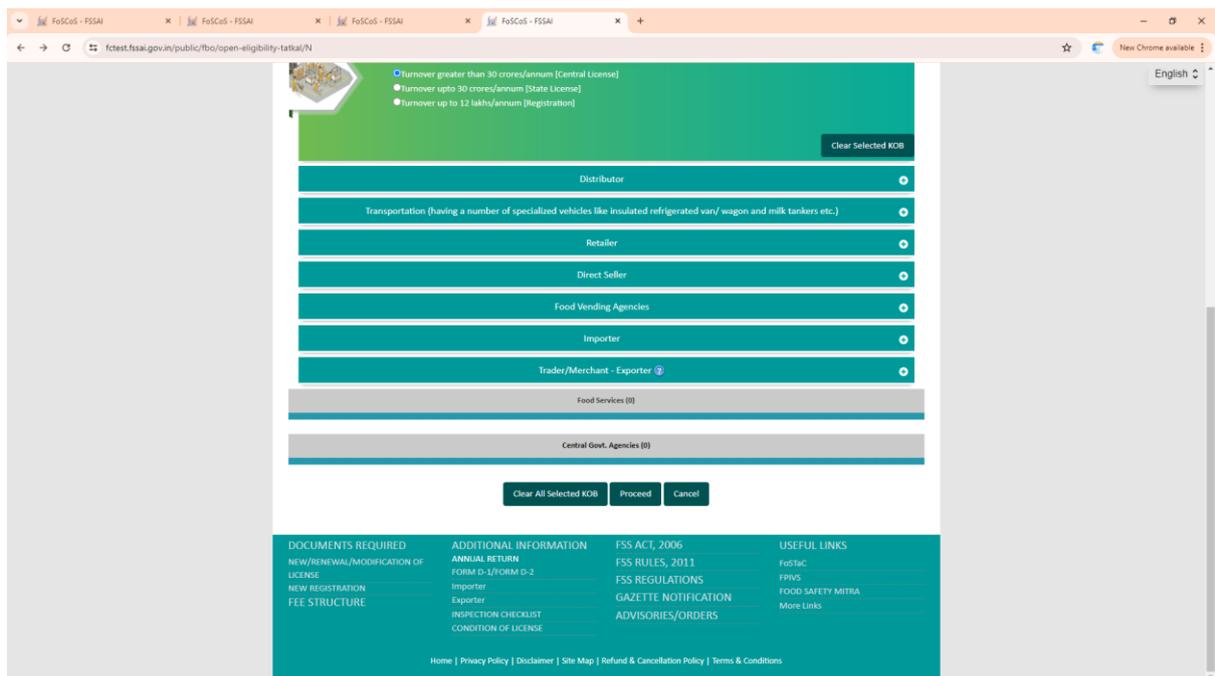
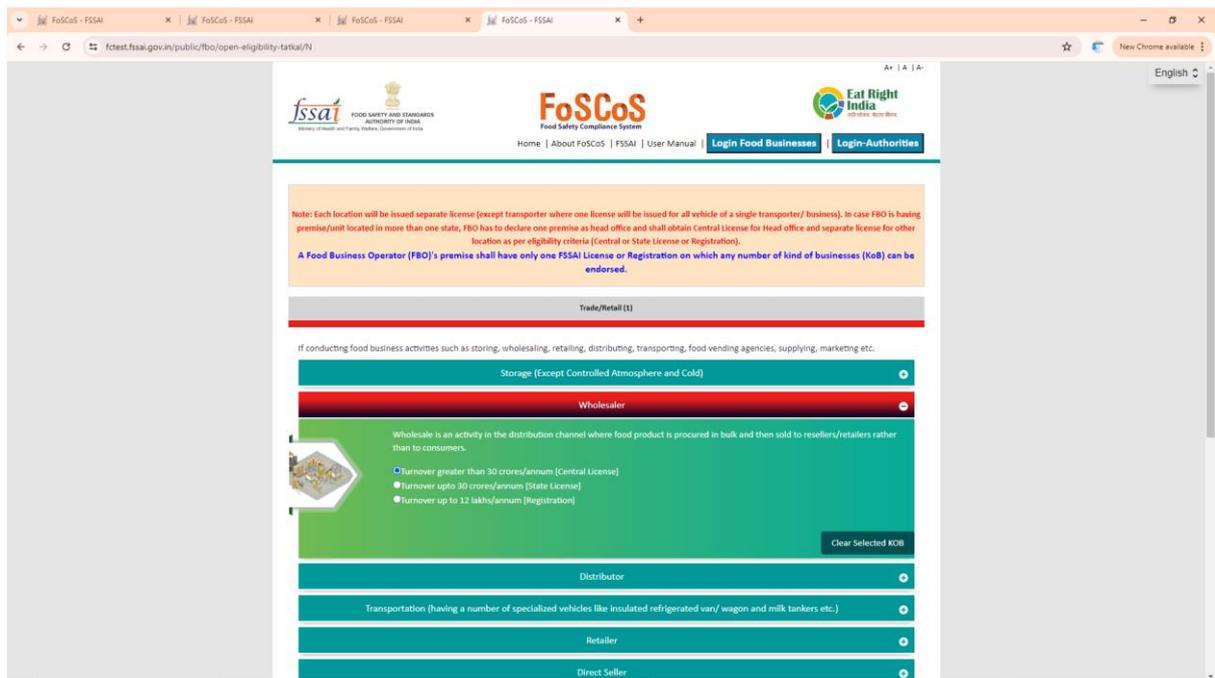
1. Goto FoSCoS Home Page and click on “Apply for Tatkal License/Registration”



2. The following screenshot shows the Eligible KoB list



### 3. Select KoB from the Eligible KoB list and click on proceed



#### 4. Click on proceed

View Eligibility

After assessment of kind of Business(s) selected and inputs provided, you are eligible for:

S.No	Kind of Business	License Category
1	Trade/Retail - Wholesaler	Central License

[You are eligible for Central License. Click here to proceed](#)

DOCUMENTS REQUIRED: NEW/RENEWAL/MODIFICATION OF LICENSE, NEW REGISTRATION, FEE STRUCTURE

ADDITIONAL INFORMATION: ANNUAL RETURN, FORM D-1/FORM D-2, Importer, Exporter, INSPECTION CHECKLIST, CONDITION OF LICENSE

FSS ACT, 2006, FSS RULES, 2011, FSS REGULATIONS, GAZETTE NOTIFICATION, ADVISORIES/ORDERS

USEFUL LINKS: FoSTAC, FPIPS, FOOD SAFETY MITRA, More Links

#### 5. Enter the GST number and click on proceed

Fill Application Details

Form "B": Application for License / Renewal of license under Food Safety and Standards Act, 2006

Premises Detail | Product Selection | Communication Details | Required Document | Payments

GST No. \*

[Proceed](#)

DOCUMENTS REQUIRED: NEW/RENEWAL/MODIFICATION OF LICENSE, NEW REGISTRATION, FEE STRUCTURE

ADDITIONAL INFORMATION: ANNUAL RETURN, FORM D-1/FORM D-2, Importer, Exporter, INSPECTION CHECKLIST, CONDITION OF LICENSE

FSS ACT, 2006, FSS RULES, 2011, FSS REGULATIONS, GAZETTE NOTIFICATION, ADVISORIES/ORDERS

USEFUL LINKS: FoSTAC, FPIPS, FOOD SAFETY MITRA, More Links

## 6. Fill the premises details and click on Verify PAN

The screenshot shows the 'Fill Application Details' page for Form 'B'. The 'Premises Detail' tab is selected. The form contains the following fields:

- GST No.: 07AAAGF0023K1ZV
- Name of Company/Organization: FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA
- Address of Premises for which license is being applied: FDA BHAWAN, ROTLA ROAD, DELHI, New Delhi
- State: Delhi
- Sub-District: Select Sub-District
- CIN No. (if any):
- PAN No. (if any): AAAGF0023K
- Pincode: 110002

The 'Verify PAN' button is located below the PAN No. field.

## 7. Enter the required PAN details and click on Submit

The screenshot shows the 'Pan Details' modal window overlaid on the application form. The modal contains the following fields:

- Pan Type:  Individual,  Company
- Company Name: FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA
- Pan date of issue(DOI): 23-08-2006
- Consent:  I hereby state that I have no objection in capturing of PAN No by the FoSCoS system. I consent to provide PAN No for filing application for food license/registration.

The 'Submit' button is located at the bottom of the modal. Below the modal, there are 'Save & Next', 'Cancel', and 'Reset' buttons. A note at the bottom states: "Note: The above information will be printed on the license; make sure there is no typo mistake. Once you click on Save & Next button your information will be saved and in case you exit the system, you can continue the submission process from the list of Incomplete applications on Home page."

## 8. PAN details verified successfully.

The screenshot shows the 'Fill Application Details' page for Form 'B'. A green notification box at the top right states 'Pan details has been verified.' with a checkmark. The application details include:

- Application Reference No. 10240701104721324
- Company Name: FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA
- Premises Address: FDA BHAVAN, KOTLA ROAD, DELHI, New Delhi, KAROL BAGH, Central, Delhi, 110002

Kind of Business	Selection made
Trade/Retail - Wholesaler	Turnover greater than 30 crores/annum [Central License]

Below the table, there is a dropdown menu set to 'Wholesaler' and 'Save & Next' button.

At the bottom, there are sections for 'DOCUMENTS REQUIRED', 'ADDITIONAL INFORMATION', 'FSS ACT, 2006', and 'USEFUL LINKS'.

## 9. Select the products and click on Save & Next

The screenshot shows the 'Fill Application Details' page for Form 'B'. The 'Product Selection' tab is active. The application details are the same as in the previous screenshot. Below the 'Wholesaler' dropdown, there is a table for selecting food categories:

S.No.	Food Product Category	Action
1	D1 - Dairy products and analogues, excluding products of food category 2.0	Delete
	<input type="text" value="Select Food Category"/>	Save & Add

Below the table, there are 'Previous' and 'Save & Next' buttons.

At the bottom, there are sections for 'DOCUMENTS REQUIRED', 'ADDITIONAL INFORMATION', 'FSS ACT, 2006', and 'USEFUL LINKS'.

## 10. Enter the details for Sign Up and Click on Submit

The screenshot shows the 'Sign Up Details' form in the Food Safety Compliance System. The form is divided into several sections:

- Applicant Details:** Applicant Name (PRITEE)
- Primary Contact Detail:** Email (ABC@GMAIL.COM), Mobile No. (8210020249), Belongs To (Self)
- Secondary Contact Detail:** Email, Mobile No., Belongs To (Please Select)
- Login Credential:** Login Id (10240701104721324), Password (\*\*\*\*\*), Confirm Password (\*\*\*\*\*)

Below the form, there is a CAPTCHA image with the number 131626 and a text input field for the CAPTCHA (131626). A 'Submit' button is located at the bottom right. A 'NOTE' section provides instructions: 1. Kindly note your application reference ID, as it will be your login ID until license is generated. Once license generated, the license number will be your login ID. 2. Password length should be minimum 6 to maximum 21 characters and should be alphanumeric with at least one uppercase character and one special character(!, @, #, \$, %, ^, \*, &, ~, -, \_).

## 11. On successful Signup, the login ID is generated.

The screenshot shows the 'Sign Up Details' form with a successful sign-up notification. The notification is a white box with a green header 'User Sign Up Successfully' and the following text: 'You have registered with FOSCOs and login id created Successfully. Your login id is 10240701104721324.' Below the text is an 'OK' button. The form fields are now populated with the generated login ID (10240701104721324) and the mobile number (8210020249). The CAPTCHA image shows the number 277628. The 'Submit' button is still visible at the bottom right.

## 12. Enter the Communication details.

Application Reference No. 10240701104721324      Company Name: FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA

Application Reference No. 10240701104721324      Company Name: FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA

Premises Address:  
FDA BHAVAN, KOTLA ROAD, DELHI, New Delhi, KAROL BAGH, Central, Delhi, 110002

Kind of Business	Selection made
Trade/Retail - Wholesaler	Turnover greater than 30 crores/annum [Central License]

Registered Address

Address \* FDA BHAVAN, KOTLA ROAD, DELHI, Ne      State \* Delhi

District \* Central      Pincode \* 110002

Correspondence Address      Same as Registered Address  Yes  No

Address \* FDA BHAVAN, KOTLA ROAD, DELHI, Ne      State \* Delhi

District \* Central      Pincode \* 110002

Contact Information

Email \* ABC@GMAIL.COM      Address \* DELHI

State \* Delhi      District \* Central

Pincode \* 111111      Photo Id Card \* Aadhaar Card

Photo Id No \* [Redacted]

Other License Detail(s)

S.No	License Category	License No	Issued Date	Expiry Date	Issued By	Upload Document(s)	Action(s)
	Select License	License N	Issue Date	Expiry Dat	Issued B	Choose file   No file chosen	Add & Save

Head Office/Registered Office License Detail(s) (if Applicable)

License No. Enter License No. Add

Food Safety Mitra Detail(s) (if Applicable)

FSM No. Enter FSM No. Add

Period for which license required

Select Year \* 1

License Fee 1 Year(s) is Rs.8850  
(Rs.7500(License Fee) +  
Rs.1350(GST@18%))

Previous Save & Next

**Note:**  
1. The period cannot be changed once application has been submitted.

DOCUMENTS REQUIRED      ADDITIONAL INFORMATION      FSS ACT, 2006      USEFUL LINKS

13. Enter the OTP received on both - Mobile and Aadhar registered mobile and click on Submit.

Confirmation code for person nominated under Form IX

Verification code has been sent to Mobile [REDACTED]

111111

09:48

If you have not received OTP on SMS, Please click here for OTP on Call.

OTP has been successfully sent to responsible person's aadhaar registered mobile no.

180683

Submit Close

Previous Save & Next

Note:  
1. The period cannot be changed once application has been submitted.

DOCUMENTS REQUIRED	ADDITIONAL INFORMATION	FSS ACT, 2006	USEFUL LINKS
NEW/RENEWAL/MODIFICATION OF LICENSE NEW REGISTRATION FEE STRUCTURE	ANNUAL RETURN FORM D-1/FORM D-2 Proprietor Exporter INSPECTION CHECKLIST CONDITION OF LICENSE	FSS RULES, 2011 FSS REGULATIONS GAZETTE NOTIFICATION ADVISORIES/ORDERS	FoSTAC FPMV FOOD SAFETY MITRA More Links

Home | Privacy Policy | Disclaimer | Site Map | Refund & Cancellation Policy | Terms & Conditions

14. Upload all the mandatory documents.

Fill Application Details

Form "B": Application for License / Renewal of license under Food Safety and Standards Act, 2006

Premises Detail Product Selection Communication Details **Required Document** Payments

Application Reference No. 10240701104721324 Company Name: FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA

Premises Address: FDA BHAVAN, ROYLA ROAD, DELHI, New Delhi, KAROL BAGH, Central, Delhi, 110002

Kind of Business	Selection made
Trade/Retail - Wholesaler	Turnover greater than 30 crores/annum [Central License]

S.No.	Document Description	Submission Type	Upload Document(s) (Max File Size:5MB, Type:pdf,jpeg,jpg,png) View Mandatory Documents
1	List of Directors/Partners/Proprietor/ExecutiveMembers of Society/Trust with full address and contact details with nomination of authorized signatory * View Sample Document	Mandatory	View / Delete
2	Photo ID and address proof issued by Government authority of	Mandatory	View / Delete

Note:  
• All Documents shall be self-attested by Authorized Signatory/ Proprietor/ Individual or Applicant before uploading.  
• \*denotes document to be submitted on letter Head of the Firm/company etc.

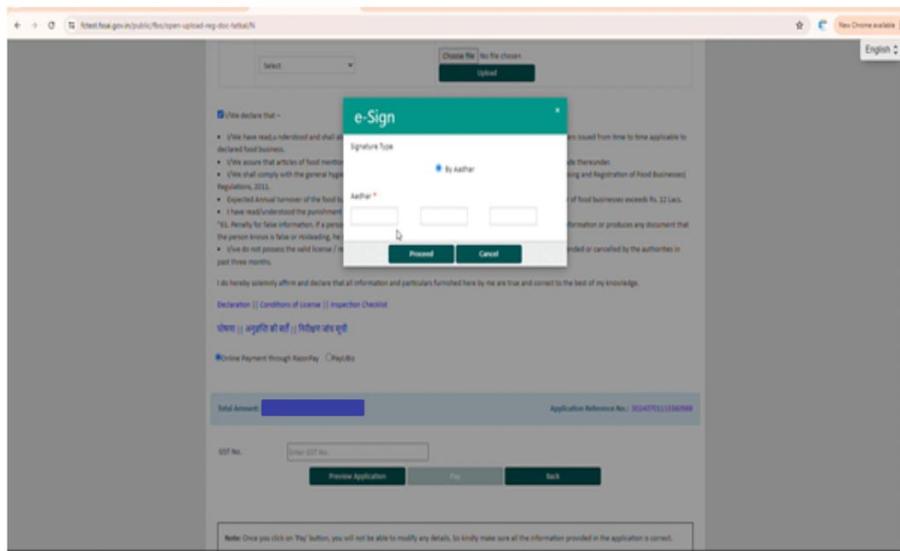
## 15. Enter the OTP received on Aadhar registered mobile number

The screenshot shows a web browser window with the URL `fcetest.fssai.gov.in/public/fbo/open-application-details-filing-taika/N`. The page displays a form for entering details, with a modal window titled "Enter OTP" overlaid. The modal contains the text "OTP has been successfully sent to your aadhar registered mobile no." and a "Verification Code" input field. Below the input field are "Proceed" and "Cancel" buttons. The background form includes a section for "Photographs of the unit" and a large "I/We declare that" section with multiple bullet points regarding compliance with FSSAI regulations. At the bottom of the form are "Previous" and "Save & Next" buttons.

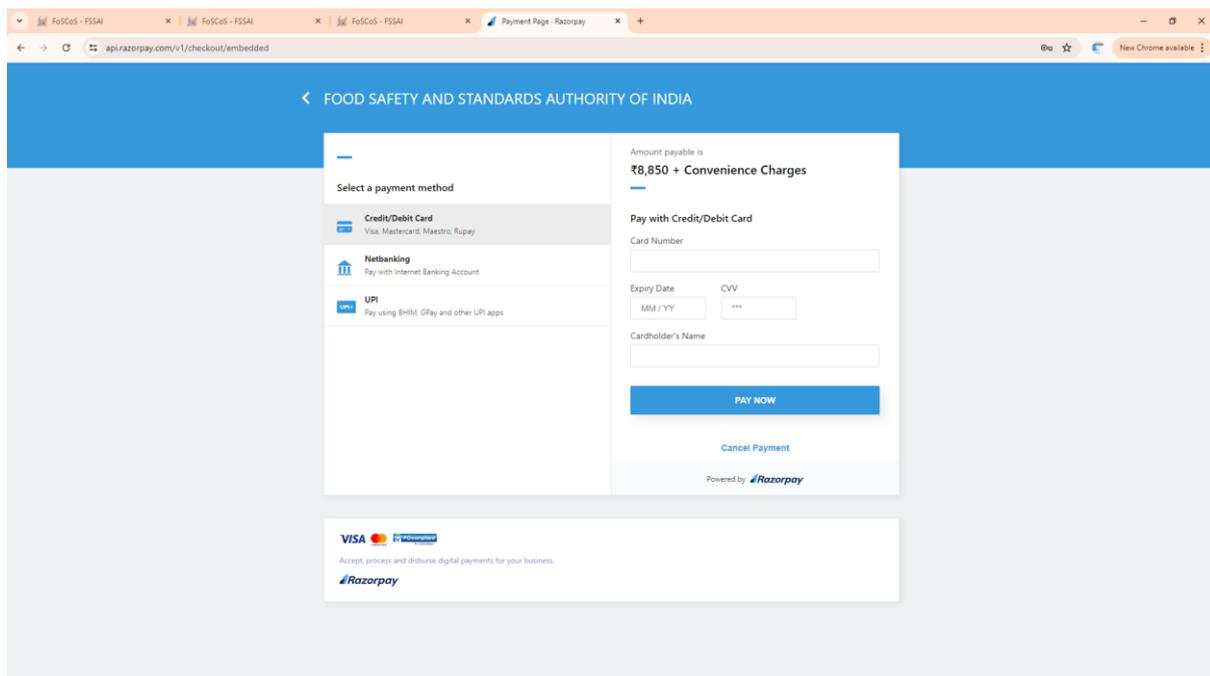
## 16. Select the payment method

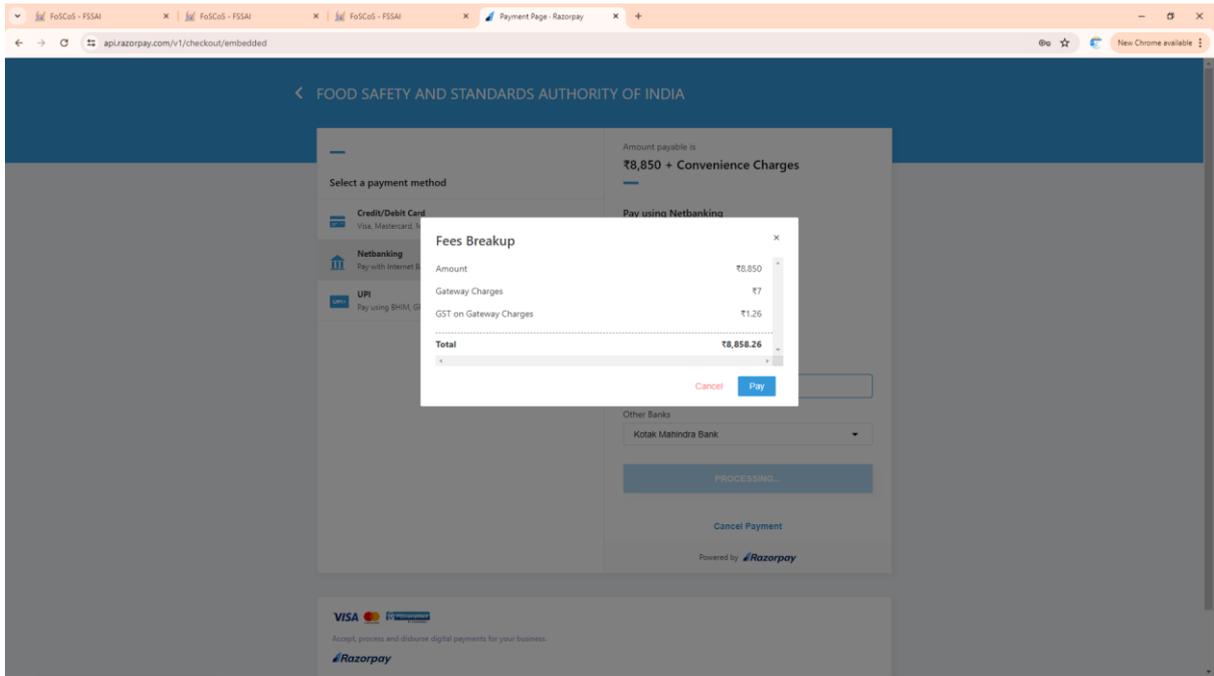
The screenshot shows the "Fill Application Details" page on the FoSCoS portal. The page is titled "Form 'B': Application for License / Renewal of license under Food Safety and Standards Act, 2006". The "Payments" tab is selected, showing the application reference number `10240701104721324` and the company name `FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA`. The premises address is `FDA BHAVAN, BOTLA ROAD, DELHI, New Delhi, KAROL BAGH, Central, Delhi, 110002`. A table shows the "Kind of Business" as "Trade/Retail - Wholesaler" and the "Selection made" as "Turnover greater than 30 crores/annum [Central License]". The total amount is `Rs. 8850 (Rs. 7500[Application Fee]+ Rs. 1350[GST@18%])`. Below the table are radio buttons for "Online Payment through RazorPay" and "PayUBiz". At the bottom are "Preview Application" and "Previous" buttons. The footer contains links for "DOCUMENTS REQUIRED", "ADDITIONAL INFORMATION", "FSS ACT, 2006", and "USEFUL LINKS".

17. E-Sign using Aadhar – Enter the Aadhar number and click on proceed.



18. Click on Pay and proceed with the payment.





19. After successful payment, Login to FoSCoS and download the issued License copy from the "Issued" bin.

