

# How to apply for a license of E-commerce business?

## Revised- How to apply for a license for an E-commerce business?

**Step 1:** Refer to How to apply for license/registration manual on <https://foscos.fssai.gov.in/>

**Step 2:** Click on License/Registration and Apply for License/Registration on the yellow Menu box. Next Click on Apply for License/Registration on the Red Box.

The screenshot displays the FSSAI FoSCoS portal. At the top, a navigation bar includes links for Track Application, Know Your Officer, FBO Search, How to Apply, Application Processing, and License Kit. The main content area features a form to enter the Application Reference No. and Captcha Code, with a QR code for downloading the 'Food Safety Connect' app. Below the form are five service tiles: Apply License/Registration (Fee: Rs. 100 to 7500 per year), Modification of License and Registration Fee (Rs. 1000 for License, Rs. 100 for Registration), Renewals Fee (same as new License and Registration, applicable 180 days prior to expiry), Food Consumer Grievance, and File Express Annual Return. The footer contains logos for FSSAI, FoSCoS, and Eat Right India, along with navigation links: Home, About FoSCoS, FSSAI, User Manual, Login-Businesses, and Login-Authorities. A section titled 'Apply for New License/Registration' offers three options: Apply For License/Registration, Apply For License/Registration [Railways], and Apply For License/Registration [Airport/Seaport]. A table at the bottom provides links for Documents Required, Additional Information, FSS Act, 2006, FSS Rules, 2011, FSS Regulations, Useful Links, FoStac, and Audit Management System.

**Step 3:** Select the State and Read the Note before proceeding.

The screenshot shows the 'Select Kind of Business' form. It includes a dropdown menu to 'Select the state where premises is located for which License/Registration will be obtained.' Below the dropdown is a note: 'Note: Each location will be issued separate license (except transporter where one license will be issued for all vehicle of a single transporter/ business). In case FBO is operating in more than one state, he has to obtain one additional Central License for Head office/ registered office and separate license for each location as per Capacity/Turnover (State/ Central License)'. At the bottom, a blue box states: 'A Food Business Operator (FBO)'s premise shall have only one FSSAI License or Registration on which any number of kind of businesses (KoB) can be endorsed.'

**Step 4:** Read the Group Heads of Kind of Business and select Trade/retail and Under E-Commerce read the definition, click on the radio button to apply for a central license, and click on Proceed.

Manufacturer

Trade/Retail

Food Services

Central Govt. Agencies

Head Office

If conducting food business activities such as storing, wholesaling, retailing, distributing, transporting, food vending agencies, supplying, marketing etc.

Storage (Except Controlled Atmosphere and Cold)

Storage (Cold / Refrigerated)

Storage (Controlled Atmosphere + Cold)

Wholesaler

Distributor


Transportation (having a number of specialized vehicles like insulated refrigerated van/ wagon and milk tankers etc.)

Retailer

Food Vending Agencies

Importer

e-Commerce



E-commerce also known as electronic commerce or internet commerce, refers to the buying and selling of goods or services using the internet, and the transfer of money and data to execute these transactions. Ecommerce is often used to refer to the sale of physical products online, but it can also describe any kind of commercial transaction that is facilitated through the internet

- E-Commerce covered under Center License

Note:- e-commerce category is applicable for any food business operators carrying out any of the activities in section 3(n) of FSS act, through the medium of e-commerce.

Trader/Merchant - Exporter

Clear Selected KOBs

Proceed

Cancel

**Step 5:** Fill in all the mandatory fields as shown in Form B. Please fill the communication details with caution as all the communication made by the authority will be done to the mentioned contact details viz Mobile No. or Email Id etc. Fill GST/PAN/CIN in the relevant fields as applicable to your firm/company.

### 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	E-Commerce - e-Commerce	Central License


Click here to apply for Central License for all businesses

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

 Premises Detail

 Product Selection

 Communication Details

 Required Document

 Payments

Name of Company/Organization\*

E-Commerce

Address of Premises for which license is being applied

Address \*

ADDRESS

State

Goa

District \*

North Goa

Pincode \*

111111


GST No.(If any)

PAN No.(If any)


CIN No.(If any)


Save & Next

Cancel

 Premises Detail

 Product Selection

 Communication Details

 Required Document

 Payments

Premises Address: ADDRESS, North Goa, Goa, 111111

Company Name: E-Commerce

Kind of Business	License Category	Eligibility
E-Commerce - e-Commerce	Central License	E-Commerce covered under Center License System

e-Commerce

S.No.	Food Product Category	Action
1	05 - Confectionery	Delete
	Select Food Category ▼	Save & Add

Website Address(URL) through which e-Commerce activity carried out

Sl.No.	Website Address(URL)	Action
1	www.xyz.com	Delete
		Save & Add

Note :- Website Address (URL) is mandatory to be filled.

Brand Name(if Applicable)

Sl.No.	Brand Name	Action
1	XYZ	Delete
		Save & Add

Listing of other FBO is provided : ☐ Yes ☒ No

Note :- Brand Name of products manufactured at the premise for which license is applied.

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Premises Address: ADDRESS, North Goa, Goa, 111111

Company Name: E-Commerce

Kind of Business	License Category	Eligibility
E-Commerce - e-Commerce	Central License	E-Commerce covered under Center License System

## Registered Address

Address \* ADDRESS State \* Goa  
District \* North Goa Pincode \* 111111

## Correspondence Address

Same as Registered Address ☒ Yes ☐ No

Address \* ADDRESS State \* Goa  
District \* North Goa Pincode \* 111111

## Contact Information

Telephone No Telephone No Fax Fax  
Mobile No \* 2323232323 Email \* g@w.com

## Person in charge of operations

Name \* NAME Qualification \* QUALIFICATION  
Telephone No Telephone No Mobile No \* 2322322232  
Email \* a@w.com Address \* ADDRESS  
State \* Goa District \* North Goa  
Pincode \* 555555 Photo Id Card \* Voter ID  
FoSTaC Certificate No. FoSTaC Certificate No Photo Id No \* 22222222222

Person responsible for complying with condition of License(The person must be same as mentioned in FORM IX as per FSS Regulations,2011)

Same as person incharge for operations ☒ Yes ☐ No

Name \* NAME Qualification \* QUALIFICATION  
Telephone No Telephone No Mobile No \* 2322322232  
Email \* a@w.com Address \* ADDRESS  
State \* Goa District \* North Goa  
Pincode \* 555555 Photo Id Card \* Voter ID  
Photo Id No \* 22222222222

## Head Office/Registered Office License Details(If Applicable)

License No. Enter License No.  
[Add](#)

## Food Safety Mitra Details(If Applicable)

FSM No. Enter FSM No.  
[Add](#)

## Period for which license required

Select Year \* 2

Total Application fee: Rs. 15000

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Step 6: Upload the relevant set of documents.

Premises Detail

Product Selection

Communication Details

Required Document

Payments

Premises Address: ADDRESS, Daman Rural, Daman, Daman & Diu, 222222

Company Name: MID DAY MEAL

Kind of Business	License Category	Eligibility
Mid-Day Meal - Caterer	State License	Turnover upto 20 crores

S.No.	Document Description	Submission Type	Upload Document(s) (Max File Size:2MB, Type:pdf,jpeg,jpg,png)	View Mandatory Documents
1	List of Directors/Partners/Proprietor/Executive Members of Society/Trust with full address and contact details	Mandatory	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div>	
2	Analysis report (Chemical & Bacteriological) of water to be used as ingredient in food from a recognized/ public health laboratory to confirm the potable (mandatory only for manufacturing and processing units only)	Mandatory	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div>	
3	Photo I.D and address proof issued by Government authority of Proprietor/Partner/Director(s)/Authorised Signatory.	Mandatory	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div>	
4	Partnership Deed/Self Declaration for Proprietorship/Memorandum & Articles of Association towards the constitution of the firm	Mandatory	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div>	
5	Form IX: Nomination of Persons by a Company alongwith the Board Resolution(Not required in case of Proprietorship firm). Click here to Download in English   Click here to Download in Hindi	<div><input checked="" type="radio"/> Mandatory</div> <div><input type="radio"/> Not applicable</div>	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div>	
6	Proof of Expected Annual Turnover(self-attested)	Mandatory	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div>	

Other Document

Sl. No.	Document Description	Upload Document(s) (Max File Size:2MB, Type:pdf,jpeg,jpg,png)	View Mandatory Documents
	<div>Select</div>	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div>	

☐ I/We declare that –

I/We have read,understood and shall abide all provisions of FSS Act,2006 and Rules, Regulations made therein and orders issued from time to time applicable to declared food business.

I/We have food safety plan to ensure that articles of food mentioned in form satisfy the requirements of FSS Act 2006 and Rules and Regulations made thereunder.

Our facility shall comply with the general hygiene and sanitary requirements as mentioned in the Schedule 4 of the FSS (Licensing and Registration of Food Businesses) Regulations, 2011.

I/We shall abide with all conditions of License.

Expected capacity of the business is to the best of my knowledge. I/We will modify our License as and when our eligibility in the mentioned criteria for License changes.

I will be responsible for Permissions/No Objection Certificates from other Govt. bodies wherever required.

I do hereby solemnly affirm and declare that all information and particulars furnished here by me are true and correct to the best of my knowledge.

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Step 7: Pay the fee with available modes and apply.

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

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Premises Address: ADDRESS, Daman Rural, Daman, Daman & Diu, 222222

Company Name: MID DAY MEAL

Kind of Business	License Category	Eligibility
Mid-Day Meal - Caterer	State License	Turnover upto 20 crores

Total Amount: Rs. 6000

Treasury Challan

Razorpay

Demand Draft

Preview Application

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**Step 8:** After completing the payment, a receipt will be generated with a 17-digit reference number which can be used for future reference.

#### Application Receipt

**Food Safety and Standards  
Authority of India**

Receipt		
Reference No :	12001311047487982	Date : 31-01-2020
Name of Company/Organization :	E-Commerce	
Premises Address :	ADDRESS, North Goa, Goa-222222	
Kind of Business :	e-Commerce	
Category of License :	Central License[Goa] [New License]	
Fee Paid :	Rs 15000 (2 Year(s))	

Note: FSSAI doesn't contact applicants over telephone for License/Registration. Queries relating to License/Registration are only raised online. License related complaints may be reported at helpdesk - 1800110100 and [licensing@fssai.gov.in](mailto:licensing@fssai.gov.in).

[View/Print License Application](#)

<https://fosc.os.fssai.gov.in/>

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