

HOW TO APPLY FOR NEW DRUG LICENSE

Retail & Wholesale

(PROCEDURE)

Visit the portal – <http://xlnindia.gov.in> and click on sales login



Click on drop box and select **Chhattisgarh**



Apply for USER ID and Password

(You will get USER ID and Password on your Registered Mobile)

Enter user name and password



After that click on submit button



Change your Password for privacy and security (available on right top corner of your screen)



Click on **Update my details** (available on left top corner of your screen) and correct, if required



Once corrected click on **update** button



Go to **Menu** and click on **Prepare/Edit online applicatio**



Click on **New Inward** (available on right top corner of your screen)



Click on **Ok** button



Click on **Storage type** and select at least one from them (compulsory)



Click on **Document type** from drop box and select Aadhar Card (compulsory) and fill Aadhar No.



Click on **Inward type** from drop box and select **Fre-addl/Fresh license**



Click on **RP IN RETAIL /CP IN WHOLESALE** button (Not required for Form 20C & 20A/21A)



Click on **ADD** button and fill all the details. Upload Photographs and Documents. (Certificate will consist of Registration Certificate of pharmacist from state pharmacy tribunal and Current renewal) and **Save**



Click on **CON** button and then on **ADD** button. Fill all the details and **Save**



Take a print out of **self-declaration** of RP/CP and proprietor. Get it signed by registered pharmacist and proprietor/authorized signatory



Keep it for uploading with other documents when required



Click on **Back** button



Click on **By Firm & Print Form**



Print Form 19/19A/19B/19C and Log out



proprietor/authorized signatory should sign system generated Form 19/19A/19B/19C



Keep it for uploading with other documents when required



Payment of fee through (Epayment gateway)



Print and upload Challan



After receiving the Challan receipt & Login with User ID & Password



Click on **By Firm** (Left Top Corner)



Click on **Payment Entries**



Click on **New** (Right Top Corner)



Select payment type FRAS Payment and fill all details. (Upload scanned copy of deposited Challan by using **Choose file** option) then **Save**



Click on **Upload document** and upload all the required document then click on **Close** button



Click on **Additional information/Undertaking**



Click on **Undertaking** Button of the same screen, fill and click on **E-Sign** button



Click on **Additional form information** button and then on **Back** button



Certify and eSend Application to Dept----Licensing Authority



Licensing authority will forward it to Drug Inspector---**5 working Days-Drug Inspector**



Drug Inspector will verify the document and premises----Drug Inspector



Drug Inspector will submit his report to Licensing Authority---**15 working Days-**

Licensing Authority



After viewing the report Licensing Authority will grant or reject the License---**10 working**

Days-Licensing Authority



Final License must print within three days from Dt. Of Grant by Applicant