



REPUBLIC OF NAMIBIA

MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM

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Department of Agricultural Development
Directorate of Agricultural Production,
Extension and Engineering Services
Government Office Park
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WIINDHOEK

Dear Sir/ Madam

SUBJECT: CHECKLIST FOR APPLICATION TO REGISTER FARM FEEDS IN NAMIBIA: ACT NO 36 OF 1947

1. Your attached applications for registration of the above-mentioned, dated refers.
2. To enable this office to finalize your application form for registration of a farm feed product, the following must be attached;

	CHECKLIST FOR SUPPORTING DOCUMENTATION	TICK
1	Proof of Company registration / Identity document (MANDATORY)	
2	Veterinary Certificate of Approval of establishment from the country of origin (MANDATORY)	
3	Registration certificate of the products from the country of origin. (MANDATORY)	
5	Proposed product label (MANDATORY)	
5	Certificate of analysis of product from an ISO accredited laboratory (MANDATORY)	
6	ZA certificate of establishment (Farm Feeds of South African origin)	
7	Free Sale certificate or Exporter proof of compliance with Competent Authority in country of origin or Phytosanitary certificate (Farm Feeds originating from rest of the world)	
8	Proof of payment (MANDATORY)	

Notes:

- ✓ This checklist apply to new/renewal of Farm Feeds registrations
- ✓ Prescribed Fees for New Registration & for Annual Renewal per Farm Feed are N\$700 and N\$600 respectively.

CHECKLIST FOR APPLICATION TO REGISTER FARM FEEDS IN NAMIBIA: ACT NO 36 OF 1947)

- ✓ Processing time is **30 to 120** calendar days from the day the complete application is accepted by MAFWLR
- ✓ The above check list must be ticked and attached to your application form.
- ✓ It is recommended for Foreign Applicants/Companies to have an Agent residing in Namibian.
- ✓ Proper completion of the form in duplicate (Preferably by an Animal Nutritionist).
- ✓ Application forms should be certified by the Commissioner of Oath or the Police.
- ✓ The application form must be signed by a person duly authorized by the applicant (legal person).
- ✓ Registration of Farm feed is valid for 12 months and renewable every year.
- ✓ Raw Materials which are the source of the products composition must be fully/clearly indicated on the application form
- ✓ Bone, Blood and Fish Meal or products of animal-origin are not allowed in Ruminant feed except in fish or pet feed.

Trusting the above is in order

Yours faithfully

REGISTRAR: ACT NO 36 OF 1947