	GENERAL INFORMATION			
Name of formality	License to Establish a Book and Publication Distributing Company and Store			
Type of formality	License			
Date of last modification	28.12.2017			
Responsible Authority	Publication Department			
Who should apply for this formality?	Any person or entity that intends to establish the publication distributing company/store that covers the distributions in the form of selling, renting, lending, displaying, distributing in other forms, importing-exporting of those books and publications.			
Qualifications needed by the business to get the formality	The conditions for company establishment are as follows:1. Name, purpose, objectives and feasibility study2. Location, vehicles, technical equipment, capital to support the operation.3. Have qualified personnel, knowledge, marketing skills4. Approved by the relevant authorities			

LEGAL FRAMEWORK					
Name	Number	Date	Comment		
Law on Publication	05/NA	09.12.2008	Chapter 3 Setting up and process the company and shopArticle 49 to Article 51		
Order governing the Importation and Distribution of Publication Products	518/MOICT	13.06.2012			
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 51		

REQUIRED DOCUMENTS FORMALITIES			
Name Type Comment			
\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}	

LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION				
Name of document Type of document File of document				
\${ATTACHMENT_NAME} \${ATTACHMENT_TYPE} \${ATTACHMENT_FILE}				

LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION				
Name of document Type of document File of document				
\${ATTACHMENT_NAME_RENEW}	\${ATTACHMENT_TYPE_RENEW}	\${ATTACHMENT_FILE_RENEW}		

MEAN OF PRESENTATION				
Means of presentation At the Authority Offices				
Address of authority	Publication Department, Ministry of Information, Culture and Tourism			
Time it takes to the authorities to process the formality	7	According to the authority		

RENEWAL INFORMATION				
Does the formality have a validity or an expiration date?		How long will the formality be valid for? (in months)		
YES		12		
What is the process and conditions to get the formality?				
What is the process and conditions to renew the formality?				

ISSUING FEES				
Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse

YES	100000.00	100000.00	0.00	200000.00	
Comments	Pursuant to Article 51 of the Ordinances No. 03/PO Application Forms are purchased at the Publication Department				
	ADI	DITIONAL ISSUING	FEES		
Additional fee names					
NO	0.00	0.00	0.00	0.00	
Additional fee comments					

RENEWAL FEES					
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse	
YES	100000.00	100000.00	0.00	200000.00	
Comments	Comments Pursuant to Article 51 of the Ordinances No. 03/PO Application Forms are purchased at the Publication Department				
	ADD	ITIONAL RENEWA	L FEES		
Additional renewal fees names	renewal				
NO	0.00	0.00	0.00	0.00	
Additional renewal fees c omments					