

GENERAL INFORMATION	
Name of formality	Permit for the Exportation of Non-Timber Forest Products (NTFPs)
Type of formality	Other
Date of last modification	12.10.2020
Responsible Authority	Agriculture and Forestry Department
Who should apply for this formality?	Any legal entity intending to export non-timber forest products.
Qualifications needed by the business to get the formality	1. Enterprise Registration Certificate2. (Timber) Business Operating License from the department3. Certification of Origin

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Decree on the Promotion of Plantation for Commercial Products	247/GOV	20.08.2019	
Law on Forestry (Amendment)	64/NA	13.06.2019	
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	

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	Agriculture and Forestry Department, Vientiane Capital	
Time it takes to the authorities to process the formality	3	Required documents shall be submitted at the Single Window Service of the Department of Agriculture and Forestry of Vientiane Capital, then they will authorize some technical officers to inspect the products. Once everything is all found to be correct, the Forestry Division will submit documents to the department for approval.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
NO	0
What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	The permit is valid for 15 days and it can be extended in the case that the products could not be exported in time.

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	0.00	20000.00	65000.00	85000.00

Comments	The application can be bought at the Single Window Service of the Department of the Agriculture and Forestry of Vientiane Capital.Pursuant to the Ordinance on the Fees and Service Charges, No. 003/PO.			
ADDITIONAL 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
NO	0.00	0.00	0.00	0.00
Comments	Free of charge			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				