

What documents are required for setting up a factory?



1

Certificate of Incorporation
[only if it is a limited company]

2

Article of Association & Memorandum of Article
[only if it is a limited company]

3

Partnership Deed (registered)
[only if it is a partnership firm]

4

Trade license
[for manufacturing]

5

Fire license and fire safety plan

6

Factory layout plan from DIFE

10

Directorate of Textile Registration

9

Tax identification number (TIN)

8

Value Added Tax (VAT) registration certificate

7

Factory or establishment licence from DIFE

11

Membership from BGMEA/BKMEA

12

Bank Solvency Certificate (if Applicable)

13

Export registration certificate (Permit)

14

Import registration certificate (I.R.C)

18

Bonded warehouse license (if needed)

17

BOND license; General BOND (if needed)

16

Environmental clearance certificate (if needed)

15

Building Layout Plan from RAJUK/City Corporation/Pourashova /Cant. Board

19

Work permit for foreign nationals (if needed)

20

Export Promotion Bureau (EPB) enrolment certificate

