

HALAL RESEARCH COUNCIL
Turnkey Solutions for Halal Certification



APPLICATION FORM

Head Office:

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HALAL RESEARCH COUNCIL

Turnkey Solutions for Halal Certification

Application Form for Halal Certification

1. Company/Business Name: _____

2. Business Status (CMC, Corporation, Pvt. or Trust etc.): _____

3. Registration No.: _____ Registered by _____

4. List of Products/Brands (use Annexure I)

5. Product/Brand to be certified: _____

6. Registered Office Address: _____

7. Physical Address: _____

i) Postal Code _____ ii) Tel: _____ iii) Fax: _____

iv) E-Mail: _____ v) Website: _____

8. Plant Address: _____

i) Postal Code _____ ii) Tel: _____ iii) Fax: _____

9. Correspondence Person: _____

Designation: _____

i) Address: _____ ii) Postal Code _____

iii) Tel: _____ iv) Fax: _____

v) Cell: _____ vi) E-Mail: _____

10. Kindly enclose a complete list of raw material, together with supplier; manufacturer; telephone; fax; email; contact person details in the attached format: (Find Annexure II)

11. Describe a brief History of Supply Chain of Ingredients/Raw Materials:

12. Briefly describe logistics of the Product:

I/we undertake that the information provided by us for Halal Certification is based on real practices. All the ingredients/Raw Materials are mentioned truly in the application/annexure (being used in the formulation). We also undertake that we will prior inform to the HRC if any change occur in the formulation hereafter.

Applicant Name: _____
Designation: _____
Signature: _____
Company Seal & Stamp: _____
Date: _____

Confidentiality Statement:

HRC, however, undertakes that it will guarantee all information supplied by or obtained from the application in respect to its processes, business secrets, prices and operations in the strictest confidence and it will not leak such information for the benefit of any other person or company.

<p><u>For Office Use only:</u> Date of Receiving: _____ Date of Approval for Certification: _____ File No. _____ Signature: _____</p>
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Note: Kindly ensure prior facilitation on the following items:

1. Kindly endorse the application with company rubber stamp only
2. Please return completely filled application form together with the required full disclosures through email (info@halalrc.org) post or fax to HRC Head Office.
3. A cover letter is mandatory to be submitted on the official company letterhead be also submitted outlining the following:
 - A. Brief Company Profile.
 - B. Registration and Certifications Details.
 - C: Brief Description of Product Process Flow (use annexure III)
 - D. Geographical Business Targeted Area (use annexure IV)
 - E. Any other relevant info which will be useful for Certification Process.
4. Application forms will only be accepted when fully completed and duly signed by the Proprietor /Director or authorized representative. Failure to adhere to the above guidelines may delay the processing of your application.
5. 50% certification fee will be charged in advance at the time of the contract submission.

Annexure I

List of Products/Brands

No.	Brand/Product Name	Description	Major Ingredients to be used
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Annexure II

List of Raw Materials, Together With Supplier/Manufacturer

No.	Ingredients/Raw Material	Code	Supplier	Supplier Contact Details	Manufacture <i>(if different from supplier)</i>	Either Supplier/ Manufacture Providing Halal certified Ingredients/Raw Material
1.				Contact person: Address: Phone: Fax: Email: Website:	Contact person: Address: Phone: Fax: Email: Website:	<input type="radio"/> Yes <input type="radio"/> No
2.				Contact person: Address: Phone: Fax: Email: Website:	Contact person: Address: Phone: Fax: Email: Website:	<input type="radio"/> Yes <input type="radio"/> No

3.				<p>Contact person:</p> <p>Address:</p> <p>Phone:</p> <p>Fax:</p> <p>Email:</p> <p>Website:</p>	<p>Contact person:</p> <p>Address:</p> <p>Phone:</p> <p>Fax:</p> <p>Email:</p> <p>Website:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
4.				<p>Contact person:</p> <p>Address:</p> <p>Phone:</p> <p>Fax:</p> <p>Email:</p> <p>Website:</p>	<p>Contact person:</p> <p>Address:</p> <p>Phone:</p> <p>Fax:</p> <p>Email:</p> <p>Website:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
5.				<p>Contact person:</p> <p>Address:</p> <p>Phone:</p> <p>Fax:</p> <p>Email:</p> <p>Website:</p>	<p>Contact person:</p> <p>Address:</p> <p>Phone:</p> <p>Fax:</p> <p>Email:</p> <p>Website:</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>

Annexure III

Brief Description of Product Process Flow

Annexure IV

Geographical Business Targeted Area

Production Summary

Local Contribution % _____
Export Contribution % _____

Local Break Up

- Sindh % _____
- Punjab % _____
- Balochistan % _____
- Khyber Pakhtunkhwa % _____

Export Break Up

- Asia % _____
- Europe % _____
- Australia % _____
- Africa % _____
- Americas % _____

Countries name where you export significantly

No.	Country Name	Export %
1.		
2.		
3.		
4.		
5.		

Disclaimer:-

Aforementioned information will be utilized with strict confidentiality to evaluate your geographical presence to facilitate and explore new horizons of markets. Thank you.