









- b) If the language of any document is other than Hindi or English, translated copy of the same to either Hindi or English is to be submitted.
- c) Correspondence will be made to the e-mail ID of the company as well as through Speed Post. Therefore, all the companies should provide proper e-mail id of the company as well as the Authorized Signatory. For the all purpose, date of receipt of e-mail by CBN / date of sending e-mail shall be applicable. In case, e-mail ID is not filled up or wrong e-mail ID given, then respective companies themselves will be responsible for the delay.
- d) If no reply is received from a company against query letter within one month of sending the mail, the application will be treated as closed and if the company desires, it can re-apply for quota allocation afresh with all the requisite documents along with Demand Draft.
- e) The company should ensure that they do not cross the possession limit and manufacturing limit fixed by the concerned State Authority, irrespective of the quantity of drug allocated by this Bureau in a year.
- f) If any company submits wrong information with regard to lifting, consumption, etc. action may be taken against such company under the provisions of concerned rules if it so warrants.
- g) For all the cut off dates, the date of receipt of mail at [suptd-narco@cbn.nic.in](mailto:suptd-narco@cbn.nic.in) or [narcommr@cbn.nic.in](mailto:narcommr@cbn.nic.in) shall be relevant.

The undersigned hereby declare that the above information submitted is complete and correct. It is also certified that I have gone through the aforesaid instructions.

Signature of Authorized signatory  
Name:.....  
Date.....  
Place.....  
**Mobile No.**.....  
E-mail ID:.....