

NATIONAL AGENCY FOR FOOD AND DRUG ADMINISTRATION
AND CONTROL (NAFDAC)
GUIDELINES FOR EXPORTATION OF REGULATED PRODUCTS(GENERAL):-
FOOD, DRUGS, COSMETICS AND MEDICAL DEVICES.

1. Applicant shall apply to:
The Director-General
NAFDAC, Abuja.

For a Combined Certificate of Manufacture and Free Sales (Food, Drugs, Cosmetics, Medical Devices etc).

A copy is sent to:

The Director,
Ports Inspection Directorate,
NAFDAC, Yaba- Lagos.

Or

The Zonal Head
NAFDAC –in the appropriate geographical zone

The above application should be submitted together with the representative samples to least three weeks prior to the date of intended exportation.

2. The applicant shall indicate the following:
 - (i) Name and Manufacturing site address of the applicant
 - (ii) Product intended for Export (For drugs: Dosage form and strength, for food pack size, batch no, expiring/manufacturing date)
 - (iii) Destination of the intended Export i.e. consignee's name and address.

3. The applicant shall present photocopies of the following:
 - (i) Product Registration License issued by NAFDAC.
 - (ii) Factory cGMP Certificate
 - (iii) NXP Forms for Commercial Export
 - (iv) Certificate of Analysis of the product
 - (v) Tax Clearance Certificate of the Company
 - (vi) Copy of Registration Certificate with Nigeria Export Promotion Council
 - (vii) Proforma Invoice
 - (viii) Packing List
 - (ix) Submission of the samples of the product.

A certificate of Manufacture and Free Sales is issued within 24 hours if the above documentation is satisfactory.