

PROCEDURE FOR REGISTRATION OF A BIOMOLECULAR LABORATORY

1. Please complete the application form with all the relevant information requested.
2. Registration is valid for a period of two years.
3. Payment may be done by means of direct bank deposit or electronic funds transfer. Please ensure that the correct amount is paid and that the correct reference is indicated for the payment.

Bank: Standard Bank
Branch code: 010845 (Arcadia)
Name of the account: DAFF-PIA Registration
Type of account: Cheque /current account
Account number: 011276487

4. Completed application forms and proof of payment must be sent directly to the Registrar's office:

By e-mail to: LindaSN@daff.gov.za and CC JoanS@daff.gov.za

Or by courier to: **REGISTRAR OF PLANT IMPROVEMENT
HARVEST HOUSE ROOM 306 / 358
30 HAMILTON STREET
ARCADIA, PRETORIA
0001
FOR ATT: Ms Linda Ncetezo**

Or by fax to: **(012) 319 6353**

Enquiries: Tel: (012) 319 6255 / 6034 Fax: (012) 319 6353

5. Receipt of your application will be acknowledged. If no response is received within 30 days after you have mailed your application for registration, follow up with a call to (012) 319 6255/ 6034.
6. Please ensure that you request an extract of the Plant Improvement Act if not received with the application form. Carefully study the supplied extract of the Plant Improvement Act, to ensure you are acquainted with the requirements.
7. As soon as you are ready, make an appointment for the inspection visit by contacting the Registrar's office at JoanS@daff.gov.za or 012 319 6034.

NOTE!
**NO REGISTRATION WILL TAKE PLACE UNLESS AN OFFICIAL EVALUATION / INSPECTION
HAS BEEN CONDUCTED AT YOUR PREMISES AND THE REGISTRATION FEE HAS BEEN
RECEIVED**