

STEPS TO ONLINE AUTHORIZATION TO OPEN FORM M

- Log on to: <https://trade.gov.ng/>
- Login to Community Services with your TIN & Password (**BENEFICIARY TO APPLY**)
- Scroll down the **Agency** icon and click on **NAFDAC**
- Under NAFDAC Services, click on NAFDAC e-license
- Under e-license operations, click on New
- Scroll down on New to Fill-PID
- Fill-PID e-form displayed, the **following fields and others** should be carefully followed:
 - Applicant type is **Manufacturer / Marketer**
 - Certificate: **Ports Inspection Directorate- Authorization to Open Form M**
 - Under icon Items: Attach each product and click **the add button (+)** to continue the addition of other products on the application in turn.
 - Under attachment icon: attach the following as in PDF/ JPEG etc format but **not Microsoft Word document**
 1. Duly signed application Letter from Market Authorization Holder
 2. LPO (**if the importer is a Marketer**)
 3. NAFDAC Registration Certificate
 4. Permit from Department of Fisheries, Federal Ministry of Agriculture (**Only for fish Importer**).

NOTE: - Documents to be attached should be compressed to 2MB, if it exceed 2MB, others should be scanned and sent as PDF file to nafdacpid@outlook.com

Please Note: Necessary update will be sent to your mail as at when due