

# Process for becoming a Horticultural Product Exporter

**Short Description:** To export to the European Union (EU), a plant and plant product exporter must register as an exporter of horticulture products with the Department of Agriculture Extension's Plant Quarantine Wing (PQW).

**Responsible Agency:** Plant Quarantine Wing (PQW) of Department of Agricultural Extension (DAE)

**Applicability:** Anyone who wants to export horticultural products from Bangladesh to European Union (EU)

**Time of Submission:** Before export

**Method of Submission:** Offline

**Fee:** Free of charge

**Processing Time:** At least 7 days is required to provide the certificate. The committee sits once a month to approve applications. If there are many applications, the committee sits two/three times a month.

**Validity:** Lifetime

## Steps to Register as Exporter of Horticultural Products

**Step 1:** Applicant collects Application Form physically from Plant Quarantine Wing (PQW) of Department of Agricultural Extension (DAE)

**Step 2:** Applicant submits Application Form with required documents to PQW.

**Step 3:** If the Application Form is duly filled in and attached documents are valid, the PQW issues the Certificate.

## Required Documents

1. Application form
2. Export registration certificate
3. Contract farming agreement
4. Trade license
5. Vat certificate
6. E-TIN certificate

## Contact for Further Information

Plant Quarantine Wing

Department of Agricultural Extension

Khamarbari, Dhaka-1215