

Step  
17 Submit the application

## Contact details



## Entity in charge

## BANGLADESH LIVE &amp; CHILLED FOOD EXPORTERS ASSOCIATION (BLCFEA)

House # 41(Apt # A/4), Sonargaon Janapath  
Sector-12, Uttara Dhaka 1230

## Unit in charge

## OFFICE OF SECRETARY (BLCFEA)

Mon 09:00-05:00  
Tue 09:00-05:00  
Wed 09:00-05:00  
Thu 09:00-05:00  
Fri closed  
Sat 09:00-05:00  
Sun 09:00-05:00

## Person in charge

## HABIBUR RAHMAN MREDHA SHAMIM

Secretary  
Tel: +8801677114411, +8801717551995

## Expected results

1. Money Receipt for BLCFEA Membership

## Requirements

1. Signed BLCFEA Membership Application Form (original)
2. Trade Licence (Simple copy)
3. Export Registration Certificate (Simple copy)
4. E-TIN Certificate (Simple copy)
5. VAT Certificate (Simple copy)
6. Deed of Ownership or Rent of Packing Center (Simple copy)
7. National Identification Card (NID) (Simple copy)
8. Photo (4 simple copies)  
Passport size and Stamp size 2 copies each

## Costs

## Cost detail

## Membership Fee

BDT 100,000  
Subscription fee for new BLCFEA membershipBDT 12,000  
Yearly subscription fee for BLCFEA membership

## Other Fees

BDT 10,000  
Fee for Poor fund for disadvantaged employees BLCFEA membershipBDT 15,000  
Fee for Exporters Development Fund BLCFEA membership

## Payment methods: cash, check, Pay-order

The total fee can be paid directly to the association office in cash or check. The exporter can also pay the fee through pay-order from any bank.

## Time frame

The waiting time until next step depends on when the application is submitted. If it is submitted right after the scheduled Executive Committee (EC) meeting, it might take up to 60 days to issue the certificate as the decision to approve membership is done during the EC meeting.

Waiting time in queue: Min. 5mn - Max. 15mn

Attention at counter: Min. 5mn - Max. 10mn

Waiting time until next step: Min. 7 days - Max. 50 days

## Recourse: Bangladesh Live &amp; Chilled Food Exporters Association (BLCFEA)



## Entity in charge

## BANGLADESH LIVE &amp; CHILLED FOOD EXPORTERS ASSOCIATION (BLCFEA)

House # 41(Apt # A/4), Sonargaon Janapath  
Sector-12, Uttara Dhaka 1230

## Unit in charge

## OFFICE OF SECRETARY GENERAL

Mon: 09:00-05:00  
Tue 09:00-05:00  
Wed 09:00-05:00  
Thu: 09:00-05:00  
Fri: closed  
Sat: 09:00-05:00  
Sun: 09:00-05:00

## Person in charge

## GAZI ABUL KASHEM

Secretary General  
Tel: +8801819217980 +8801713211476

Entity in charge:

Certified by:

Date/Signature:

