



## The Controlled Substances (Poisons) Regulations 2011

# APPLICATION FOR A MANUFACTURER'S LICENCE

### BEING A LICENCE TO MANUFACTURE SCHEDULED POISONS

This licence is **exempt** from the Goods and Services Tax (GST)  
SA Health ABN: 97 643 356 590

Applicant's Name(s): \_\_\_\_\_

Applicant's Position: \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_ ACN: \_\_\_\_\_

Trading Name(s) (if applicable): \_\_\_\_\_

Business Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Type of poisons to be manufactured are: (eg. Agricultural, Veterinary, Pharmaceutical, etc.) \_\_\_\_\_

included in Poison Schedules: \_\_\_\_\_

are intended to be sold to: \_\_\_\_\_

Has a licence been issued under the *Therapeutic Goods Act 1989* to manufacture any of these poisons? \_\_\_\_\_

If YES to above, which poisons? \_\_\_\_\_

If YES to above please provide Licence Number: \_\_\_\_\_

The name and qualifications of the person responsible for the manufacture, production or packing of these poisons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If insufficient space please add attachments**

**Only to be completed where Schedule 8 drugs are to be manufactured**

The name & qualifications of the person responsible for the manufacture, storage, ordering, record keeping and sale of Schedule 8 drugs:

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The name & qualifications of other person having access to Schedule 8 drugs:

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The proposed storage and security arrangements for Schedule 8 drugs are:

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**Signature of Applicant**

I hereby apply for a Manufacturer's Licence and agree to abide by the Regulations under the *Controlled Substances Act 1984*, and the conditions of licence.

Fee enclosed (as per schedule) \$ \_\_\_\_\_

\_\_\_\_\_ *Date*

\_\_\_\_\_ *Signature of Applicant*

**For a period of:**

**1 year**

**OR**

**3 years**

**OFFICE USE ONLY**

GRANTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTES: \_\_\_\_\_

# FEES

Effective from 1/7/2021 to 30/6/2022

	1 Year	3 Years
Fee (\$) for Schedule 8 Poisons	\$418.00	\$1,254.00
Fee (\$) for Schedule 2, 3, 4, or 7 Poisons	\$320.00 (each)	\$960.00 (each)
Maximum fee (\$) payable for Manufacturers Licence <b>not including</b> Schedule 8 poisons	\$1,065.00	\$3,195.00
Maximum fee (\$) payable for Manufacturers Licence <b>including</b> Schedule 8 poisons	\$1,333.00	\$3,999.00

Fees are cumulative if more than one Schedule of poisons is manufactured (*see below*). For clarification please contact Controlled Substances Licensing.

The maximum cumulative *annual* fee for a manufacturers licence is either \$1,065.00 where no Schedule 8 poisons are manufactured, or \$1,333.00 where Schedule 8 products are included in the products to be manufactured.

Applicants may opt to pay licence fees for either a 1 year or 3 year period. All Scheduled poisons manufactured (for which a licence is required) by the applicant at the same location must be included on a single licence and be covered by the same term of licence.

## Calculating the fee required

### Examples (refer to table above):

- If applying for **1 year** licence to manufacture poisons in Schedules **2, 3, 4, 7 & 8** the fee is calculated as follows:  
Fee for Schedule 2 (\$320.00) + fee for Schedule 3 (\$320.00) + fee for Schedule 4 (\$320.00) + fee for Schedule 7 (\$320.00) + fee for Schedule 8 (\$418.00) = \$1,698.00. **However**, the maximum cumulative fee for 1 year where Schedule 8 poisons are included is **\$1,333.00**, and this is the amount payable. In this example, the 3 year fee would be \$3,999.00
- If applying for a **3 year** licence to manufacture poisons in Schedules **2, 3, 4 & 7** the fee is calculated as follows:  
Fee for Schedule 2 (\$960.00) + fee for Schedule 3 (\$960.00) + fee for Schedule 4 (\$960.00) + fee for Schedule 7 (\$960.00) = \$3,840.00. **However**, the maximum cumulative fee for 3 years where Schedule 8 poisons *are not* included is **\$3,195.00**, so this is the amount payable. In this example, the 1 year fee would be \$1,065.00.
- If applying for a licence to manufacture Schedules **3 & 8**, the **1 year** fee would be \$738.00 (\$320.00 + \$418.00); and the **3 year** fee would be \$2,214.00 (\$960.00 + \$1,254.00). As these amounts are less than the maximum cumulative fees, these would be the amounts payable.

### To apply for a licence:

Return the form to SA Health using one of these methods:

- Fax: 8226 6681;
- Email: [HealthControlledSubstances@sa.gov.au](mailto:HealthControlledSubstances@sa.gov.au);
- Post: CONTROLLED SUBSTANCES LICENSING  
PUBLIC HEALTH  
PO BOX 6  
RUNDLE MALL 5000;

Pay the required fee using one of these methods:

- Credit Card (Visa/Mastercard only)**  
Available online at: <https://www.bpoint.com.au/pay/sahealth/>  
Billor Code: 1355973  
Reference: NEW
- Money Order**
- Cheque** made payable to SA Health.

**Licence fees are not refundable except at the discretion of the licensing authority**

If you have any enquiries, please phone Controlled Substances Licensing on (08) 8226 7100