



FOOD AND DRUGS AUTHORITY

DOC. TYPE: FORM

DOC NO.: FDA/TTP/FOR – 07

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Ver. No.: 01

Effective Date: 26/02/2026

TITLE: APPLICATION FOR REGISTRATION AS AN IMPORTER OF TOBACCO PRODUCT

APPLICATION FORM FOR REGISTRATION AS AN IMPORTER OF TOBACCO PRODUCT

Addressed to:

THE CHIEF EXECUTIVE
FOOD AND DRUGS AUTHORITY
P.O. BOX CT 2783
CANTONMENTS-ACCRA
GHANA
+233-302-233200/235100 fda@fdaghana.gov.gh

A. PARTICULARS OF COMPANY

1. Name of Company:

.....

2. Postal Address of Company

.....

Tel:Fax:.....E-mail.....

3. Location

Address.....

4. (a) Name of Applicant:

.....

(b) Designation of Applicant.....

6. Postal



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Address:.....

Tel:.....Fax:.....E-mail:.....

7. Date of Incorporation of Company:

.....

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8. Registration number of Company:

.....

B. TOBACCO PRODUCTS TO BE IMPORTED

1. Type of Product (Tick as appropriate)

a. Cigarettes ☐

b. Cigars ☐

c. Snuff ☐

d. Chewing Tobacco ☐

(e) Other (Please specify).....

2. List of Products intended to be imported

.....
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C. By signing this form, I agree to abide by the measures stated in Part Six of the Public Health Act 2012, (Act 851):

1. Advertising, Sponsorship, promotion and Required Information


- a. The advertising of tobacco products including direct and indirect tobacco advertising is prohibited
- b. Without limiting (a) a person or importer shall not
 - I. advertise using tobacco trademarks, logos, brand names or company names used on tobacco products; or

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- II. use tobacco trademarks, logos, brand names or company names used on tobacco products for the purposes of advertising an organisation, a service activity or an event; or
- III. advertise tobacco or a tobacco product or a tobacco related product on a billboard, wall mural, vehicle, transport stop or station including airports and seaports;

2. Tobacco sponsorship

- a. A person shall not initiate or engage in any form of tobacco sponsorship.
- b. In furtherance of (a), a person concerned with tobacco or a tobacco product shall not
 - i. organize or promote an organized activity in the country,
 - ii. make a financial contribution to an organized activity in the country or make a financial contribution to a person in respect of

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- i. the organization or promotion of an organized activity in the country by that person, or
- ii. the participation by that person in an organized activity in the country.
- c. For the purpose of (2)(b), “organized activity” includes the use of the name of a tobacco product, trade mark, brand logo, brand name or company name on a tobacco product or in relation to an activity.


Promotion of tobacco and tobacco products

- a. A person shall not promote tobacco or a tobacco product by retail sale through the mail or any other means of communication.
 - b. A person shall not sell, display for sale, supply or advertise a non-tobacco product or service that contains, either on the product, or in an advertisement of the product, a writing, a picture, an image, graphics, message, or other matter
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that is commonly identified or associated with or is likely or intended to be identified or associated with a tobacco product, brand, or manufacturer.

5. Youth access and minimum age restrictions


- a. A company or person shall not sell or offer to sell tobacco or tobacco product to a person who is less than eighteen years of age
- b. A company or person shall not send a person under the age of eighteen years to sell or buy a tobacco product

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- c. A company or person shall not ask a person under the age of eighteen years to light a tobacco product
- d. It is not a defence for an accused charged with an offence under this section to prove
 - I. that the person concerned did not appear to be not less than eighteen years of age, or
- II. that the purchaser presented a prescribed form of identification indicating the age of the purchaser and that there was no apparent reason to doubt the authenticity of the document or that it was issued to the person producing it

6. Sale of tobacco products

- a. A company or person shall not sell or offer to sell tobacco products
 - I. in a health institution including hospitals, pharmacies, or health clinics
 - II. in an educational institution,
 - III. in a facility with a significant portion of youth clientele, including an amusement park, a movie theatre and sports stadium
 - IV. any other place prescribed by the Food and Drugs Authority
- b. A person shall not sell or offer to sell tobacco products through a vending machine

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- c. A person shall not sell or offer to sell tobacco products through the post or through the internet.
- 7. Posters containing health messages shall be placed at all distribution points and retail outlets and messages on those posters should be vetted in line with the guidelines of the Food and Drugs Authority.

I.....hereby confirm that the information provided above is true to the best of my knowledge.

Signature : Date:
(Applicant)

NB. Please attach a copy each of the following documents:

- i. Current Certificate of incorporation and commence of business from the Registrar-General's department.
- ii. Copy of receipt of annual returns
- iii. Contact information (Postal Address, Location Address, E-mail Telephone Numbers, Fax Numbers) of all Distributor