HMRC - TOBPMMLS6050 - Obligations For The Individual/Company On Receipt Of The Licence

As a condition of the licence the applicant needs to keep records regarding the regulated activity. i.e.:-

details of purchase orders or rental details for the machinery

sales invoices of any tobacco products manufacturing machine

delivery and transportation notes

details of any destruction of tobacco products manufacturing machinery

sales records including customer ULNs

import and export details

details of the machines SIN

Any changes to the licence must be notified to us before the changes take place to ensure that the applicant is still ‘fit and proper’.

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