

1.	Name of service	Issuance of licence for the activity involving precursors of narcotic and psychotropic substances (hereinafter referred to as "the licence")
2.	Recipients of service	Natural or legal person involved in the placement on the market of substances included in the official list (hereinafter referred to as "the economic entity")
3.	Type of service: electronic/ non-electronic	Electronic
3.1	Link to electronic service	https://www.epaslaugos.lt/portal/service/26027/13222?searchId=ad5ad113-7c68-41a7-82ff-efdfae673a77
3.2	Link to online application form (when electronic service unavailable)	
4.	Timeframe of service	The licence shall be issued not later than within 60 working days from the date of receipt of properly executed documents. In case of providing not all documents the term shall be calculated from the date on which all documents have been submitted.
5.	Fees of service	State fee for issuance of the licence - 124Eur
6.	Cross-border payment measures and procedure	Beneficiary of the state fee – State Tax Inspectorate under the Ministry of Finance of the Republic of Lithuania, code 188659752, the fee shall be paid to the budget revenues collection account Payment code 5753.
7.	Description of process for obtaining a service	1. Economic entity shall pay a state fee of the set amount and shall submit an application and required documents. 2. The Drug, Tobacco and Alcohol Control Department (hereinafter referred to as "the Department") shall handle the application. 3. The Department shall take a decision to issue a licence 4. A paper licence shall be issued. 5. Information on the issued licence shall be announced in the Licences Information System .

8.	List of documents to be submitted to obtain a permit	<p>1. Application.</p> <p>2. Documents on the premises in which the entity will run its business related with precursors of narcotic and psychotropic substances of the 1st category, documents of the Real Property Register and Cadastre:</p> <p>2.1. copy of the plan of the premises, in which the entity will run its business related with precursors of narcotic and psychotropic substances of the 1st category, which shall be obtained from real property cadastral measurement file approved by the signature of the entity, the entity, entity's manager (legal person) or a person authorized by it and by mark of veracity;</p> <p>2.2. copy of the explication of the interior areas of the building from the real property object cadastral measurement file approved by the signature of the entity, entity's manager (legal person) or a person authorized by it and by mark of veracity.</p> <p>3. Statement on the conformity to the requirements for the protection and storage of precursors of narcotic and psychotropic substances of the 1st category.</p>
9.	Contact details of the authority providing a service (position of responsible employee, name and surname, e-mail, phone no.)	Rita Vaitiekūnaitė, Chief Specialist of tobacco, alcohol, narcotic and psychotropic substances precursors licensing division. Tel. (8 5) 266 8091, email rita.vaitiekunaite@ntakd.lt
10.	Information concerning available remedies	Based on the procedure laid down by the Law on Administrative Proceedings of the Republic of Lithuania
11.	Contact details of organisations from which providers or recipients can obtain practical assistance	