

1.	Name of service	Issuance of special licence for the activity involving precursors of narcotic and psychotropic substances (hereinafter referred to as "the licence")
2.	Recipients of service	Drugstores, veterinary drugstores, police and customs establishments, laboratories authorized by state institutions carrying out control over activity involving precursors of narcotic and psychotropic substances and/or Lithuanian army (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/26028/13222?searchId=30fd4376-9ec9-4770-8993-d225d85c0ae7
3.2	Link to online application form <i>(when electronic service unavailable)</i>	
4.	Timeframe of service	The special licence shall be issued not later than within 60 working days from the date of receipt of properly executed documents. If not all documents have been provided, the term will be calculated from the date of submitting all documents.
5.	Fees of service	State fee for issuance of the special 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	<ol style="list-style-type: none"> 1. The operator 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 special licence. 4. A special paper licence shall be issued. 5. Information on issuance of the special licence

		shall be placed on the Licences Information System
8.	List of documents to be submitted to obtain a permit	<ol style="list-style-type: none"> 1. Application 2. Statement on conformity with the requirements for protection and storage of the precursors of narcotic and psychotropic substances of the 1-st category
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	