

1.	Name of service	Issue and renewal of import authorizations for precursors of narcotic drugs and psychotropic substances (hereinafter referred to as "the import permit") and its extension.
2.	Recipients of service	Natural or legal person engaged in activity of placing 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/24858/13222?searchId=ca10d09c-c6c0-4df9-a4c9-67ea7e20af5b
3.2	Link to online application form (<i>when electronic service unavailable</i>)	
4.	Timeframe of service	Import permit shall be issued not later than within 15 working days from the date of receipt of properly executed documents. In case not all documents have been provided the term shall be calculated from the date on which all documents have been submitted. Import permit shall be valid for 6 months.
5.	Fees of service	State fee for issuance of the import permit –139 Eur
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 an import permit.

		<p>4. A paper import permit shall be issued.</p> <p>5. Information on issuance of import permit shall be announced in the Licences Information System.</p>
8.	List of documents to be submitted to obtain a permit	<p>The entity willing to obtain an import permit shall provide:</p> <ol style="list-style-type: none"> 1. application. 2. Other documents at the request of the Drug, Tobacco and Alcohol Control Department. <p>The entity willing to extend an import permit shall provide:</p> <ol style="list-style-type: none"> 1. application; 2. original of the import permit; 3. other documents at the request of the Drug, Tobacco and Alcohol Control Department
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	