



Government of the Republic of Trinidad and Tobago
Ministry of Health

Procedure for Acquiring a Free Sale Certificate

1. Food and Drugs Division:

- a. Consult with a Food and Drugs Inspector
- b. Submit a Draft Label (printed or hand written)
- c. Payment Receipt (TT \$30) for label examination

2. Government Chemist Laboratory – Sample is to be submitted to the Laboratory for the following analysis*

- a. Microbiology
- b. Food Chemistry
- c. Other (depending on nature of product (s))

Upon completion of the necessary testing, the report must be submitted to the Food and Drugs Inspector.

3. Public Health Inspectorate:

- a. Food Handlers Badge
- b. Certificate of Registration of Premises

Once all of the **above** requirements are satisfactory, the facility/ manufacturer will be inspected by the Food and Drugs Division.

A Certificate of Free Sale may then be issued by the Food and Drugs Division, valid for a period not exceeding **one (1)** year.

The Free Sale Certificate is issued at a cost of TT \$75.



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*** Procedure to have Products Tested at the Government Chemist Laboratory**

- a. Two (2) samples of each product (at least 100g each) should be provided.
- b. The client must provide contact information.
- c. The Client will receive a payment voucher for cost of:
 - i) Microbiological Analyses.
 - ii) Chemical Analyses.
 - iii) Other.

Note: Total cost (Note: Cheque payment in c/o Permanent Secretary, Ministry of Health) depending on analyses required and client pays at:

- i) Any District Revenue Office (Warden's Office).
- ii) Ministry of Health (4 – 6 Queen's Park East, Port of Spain)
- d. The client then returns to the Laboratories with payment receipt for Analyses.
- e. After the analyses are completed, the client collects respective reports at the Government Chemist Laboratory.



Courtesy: Chemistry – Food And Drugs Division

