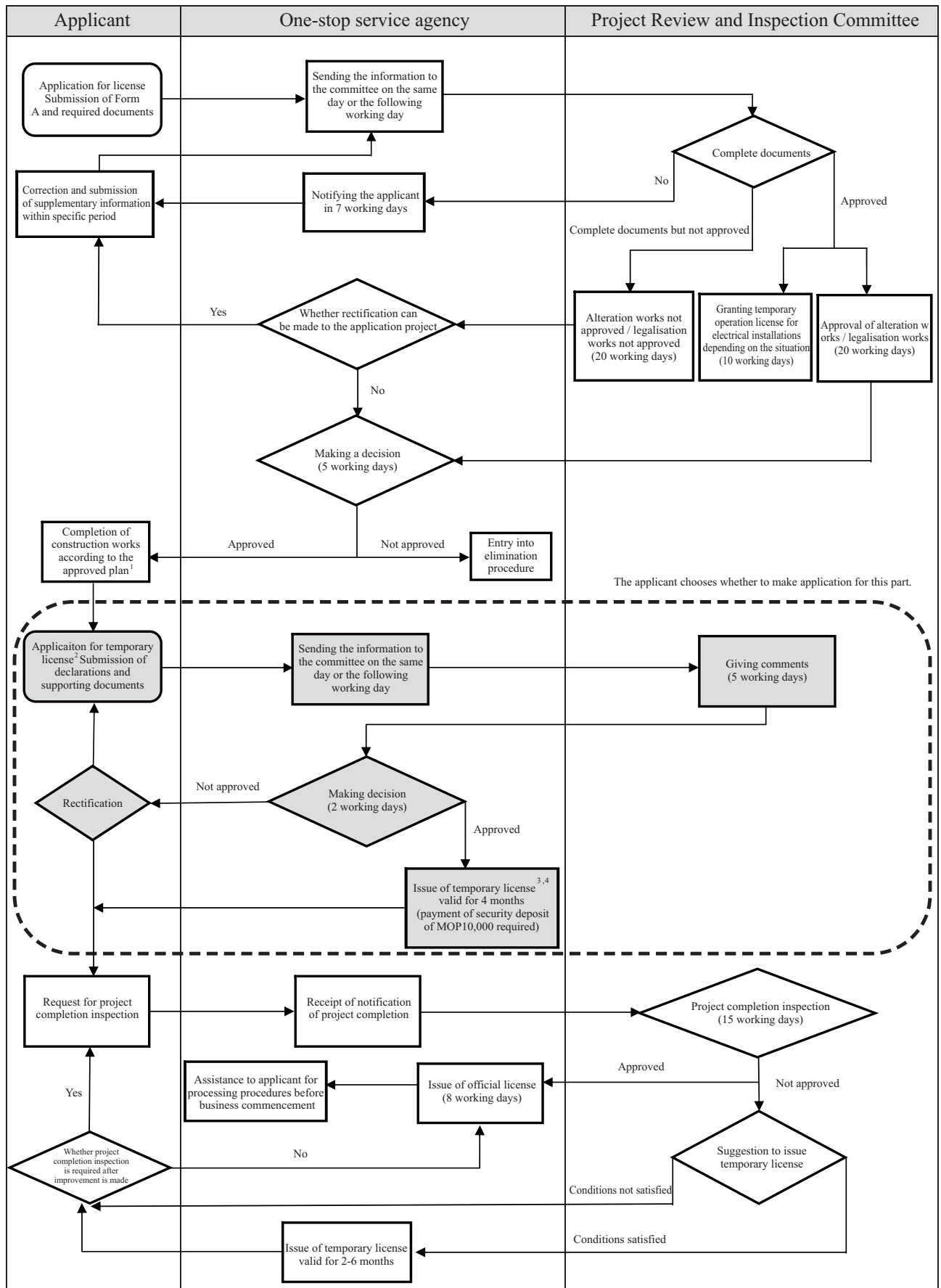


## Flow Chart of One-stop Licensing Service for Food and Beverage Establishments of IAM (First-time Application)



(Please refer to the reminders on the next page.)

## Reminders

1. After approval of the construction project, if an applicant needs to amend an approved plan, he/she is required to notify the one-stop service agency and obtain approval in advance before execution of the construction works. It may result in a delay in licensing time. To avoid that, applicants should make thorough planning in advance.
2. Applicants may file an application for a “document-based” temporary license after approval of construction project and completion of renovation of establishment according to the requirements of the approved plan. In order to effectively promote the approval of “document-based” temporary license and allow the trade to commence business as soon as possible for the ultimate goal of reducing business commencement costs, applicants are advised to avoid applying for amendments to approved construction plans at the same time or shortly after submission of application for “document-based” temporary license, so as not to affect the applicability of the approved plan.

In addition, if an establishment is not located in a residential building of Class M or Class P (commonly known as tenement buildings), application for fire service system testing should be made to the Fire Services Bureau at least 10 days before applying for a “document-based” temporary license, and the Fire Services Bureau can test the fire service system and issue a report within the period for issue of comments on the “document-based” temporary license. If the establishment is located in a residential building of Class M or Class P, the Fire Services Bureau can test the fire service system and issue a report in 5 working days.

3. If an applicant makes an application for amending an approved plan and it is approved by the one-stop service agency after a “document-based” temporary license is issued, the “document-based” temporary license will become invalid. (Stipulation of Clause 1 (3) of Article 19-B of Administrative Regulation no. 36/2018)
4. An applicant can only be granted one type of temporary license during the whole procedure. (Stipulation of Clause 1 (2) of Article 19 of Administrative Regulation no. 36/2018)