

LICENCE FOR FISH CULTURE FARM

APPLICATION INFORMATION

1. Eligibility

All Fish Culture Farm must be licensed. Any of the following persons can apply for the above Licence:

- a) The sole proprietor of a company formed under sole proprietorship;
- b) The managing partner of a company formed under partnership; or
- c) Any one of the Directors or Secretary of a company formed under the Companies Act or any responsible management personnel in the company authorised in writing by any of the Directors or Secretary in The Company.

2. Validity

The Licence is valid for a year and should be renewed prior to expiry.

3. Fee

The annual Licence Fee is S\$850.00 per lot of 5,000m². Payment can be completed via AXS machine, AXS online E-Services or interbank GIRO in order for the Licence to be issued.

4. Application Form

An online application form is available at Singapore Food Agency's [website](#). It would take an estimate of 25 working days to process a completed application. A system generated number will be sent to the applicant's email upon submission. The applicant will be informed as to whether his / her application is approved by SFA.

5. Documents required

Supporting documents should be submitted together upon submission. Supporting documents includes the following:

- a) A clear copy of applicant's front and back of the NRIC (Singaporean / Singapore PR) or Employment Pass / S Pass / Work Permit (Foreigner);
- b) A copy of the company's ACRA Business Profile;
- c) A detail layout plan of the proposed fish culture farm in scale, with clear dimensions, annotations indicating parts of the farm structure (i.e. cages, storeroom, engine room, etc) and bearing (North); and
- d) A copy of the company's business proposal. The business proposal should include the following:
 - i. Proposed schedule of the fish culture farm's development;
 - ii. Type of fish to be cultured and targeted harvest amount;
 - iii. Projected annual production for the first 5 years;
 - iv. Source of fish fry;

- v. Proposed investment (in S\$);
- vi. Projected cash flow for 5 years (For template, refer to **Annex A**); and
- vii. Any other relevant information.

6. Security Deposit

A security deposit of \$5,000/- for each 5,000 m² or part thereof of fish culture farm should be made payable to SFA prior to issuing the Licence. Alternatively, you may opt to adopt an insurance bond or a Banker's guarantee for the security deposit.

7. Changes to application information

The applicant shall inform SFA in writing of any change in the application information within 30 days of the change.

ANNEX A



www.sfa.gov.sg
52 Jurong Gateway Road
#14-01 Singapore 608550

PROJECTED CASH FLOW FOR 5 YEARS (TEMPLATE)

1. Cash Inflow	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
a. sales					
b. other income					
Total Inflow					
2. Cash Outflow					
Capital Expenditure					
Operating Expenditure					
a. Fingerlings					
b. Fish Feed					
c. Salary					
d. others					
Other Expenditure					
Total Outflow					
3. Surplus / Deficit					

NOTE TO PROJECTED CASH FLOW FOR 5 YEARS

1. CASH INFLOW

This is for all income derived from the farm and as a result of farming activities, e.g. sale of fish and farm products, and other income where applicable.

2. CASH OUTFLOW

This is for all expenditure incurred by the farm and as a result of farming activities, e.g. purchase of capital and operating items, and other expenditure.

A. Capital Expenditure:

This relates to expenditure on capital items, that is, items which constitute the farm facilities and infrastructure, like farm structure, equipment (e.g., pumps, net-washers, freezers, etc.) and others (e.g., boat, vehicle, etc.). Expenditure incurred in replacing capital items should also be reflected under this heading, e.g., if pumps need to be replaced in the 5th year, then the expenses for this should be reflected in year 5.

B. Operating Expenditure:

This relates to expenditure on operating items, that is, items which are directly required for operating the farm, like fingerlings for stocking, fish feed, salary for staff, and other miscellaneous items, like fuel, maintenance to farm, sundries, etc.,

C. Other Expenditure:

This relates to expenditure which is incurred in that year, but which is not usually directly related to the operation of the farm, e.g., (where applicable) interest payment for financial loans, insurance coverage, agency fees, etc.,

D. TOTAL OUTFLOW:

Total outflow is total expenditure incurred by the farm and farming activities. It is derived by adding the expenditure incurred under "Capital Expenditure", "Operating Expenditure", and "other Expenditure" for each of the years concerned.

3. SURPLUS / DEFICIT

Surplus / Deficit is the gross profit or loss made by the farm for that year indicated. It is derived by subtracting "Cash Inflow" from "Total Outflow".