

MEDICINES CONTROL COUNCIL



DEPARTMENT OF HEALTH
Republic of South Africa



PAYMENTS MADE TO THE REGISTRAR OF MEDICINES

TO ALL APPLICANTS

It has come to the attention of the Registrar that despite numerous communications to the Pharmaceutical Industry, including the Pharmaceutical Wholesale Industry, payments made to the Medicines Control Council are submitted with ambiguous references to the services being paid for, the company or person making the payment (debtor) or the invoice/application number allocated by the Council.

Applicants are again reminded of the information required regarding payments made, as stipulated in the General Information Guideline Sections 2.9.9 read together with Section 2.9.10 and 4.8:

Methods of payment

All payments made to the Registrar of Medicines may only be made by cheque or electronic payment / direct transfer.

1. Cheques should be made out to "Medicines Control Council". Only bank guaranteed cheques will be accepted and are to be submitted in a **separate envelope attached to a copy of the covering letter of the relevant submission(s)**.
2. Direct electronic payment should include a clear reference, e.g. the product application number, or purpose of the payment.
Where payment of annual retention fees for a manufacture or wholesale licence or product registration is made, the invoice number issued by the MCC should be reflected.
Proof of electronic payment / direct transfer must be submitted in a separate envelope attached to a copy of the covering letter of the relevant submission(s).
3. For payments submitted with any new medicine application please refer to 4.8 of the General Information Guideline. Please note that the above copies of proof of payment also apply to new applications.
4. To ensure evaluation of the relevant submission(s) a **copy** of proof of payment / cheque must also be attached to the *original* covering letter of the relevant submission.

Bank account details

Account name: MEDICINES CONTROL COUNCIL
Account type: CHEQUE ACCOUNT
Account number: 40-5939-2080
Bank: ABSA
Bank Branch Code: 632005
Bank physical address: 240 VERMEULEN STREET, PRETORIA, 0001, SOUTH AFRICA
Swift Code: ABSAZAJJ

Please note that the non-compliance with this requirement is delaying the processing of submissions.

Your co-operation in this regard will be appreciated.

**MS M HELA
REGISTRAR OF MEDICINES
November 2010**