

e-Aushadhi



User Manual For Surrender Application

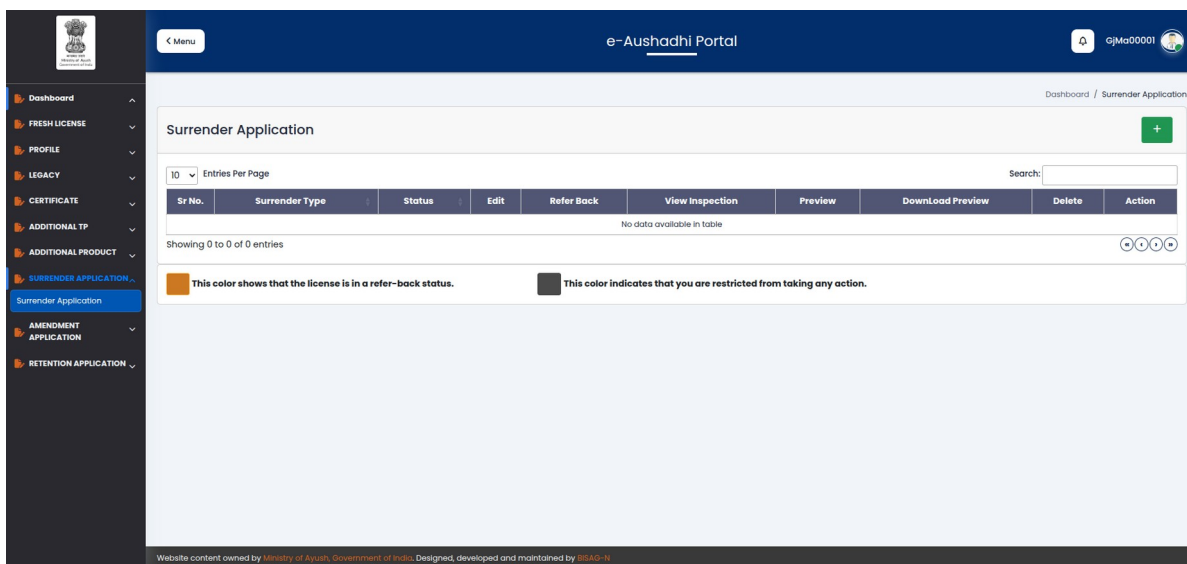
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➤ Surrender Application

- From the left-hand side menu, click on "**Surrender Application**".
- Initially, the data table will be empty.



- Click on the **(plus) icon** to open the **Add Surrender Application** page.
- You will be redirected to the **Add Surrender Application** page.

➔ Surrender Type Selection:-

Within the **Add Surrender** form, you will find a dropdown labeled "**Surrender Type**", which includes the following options:

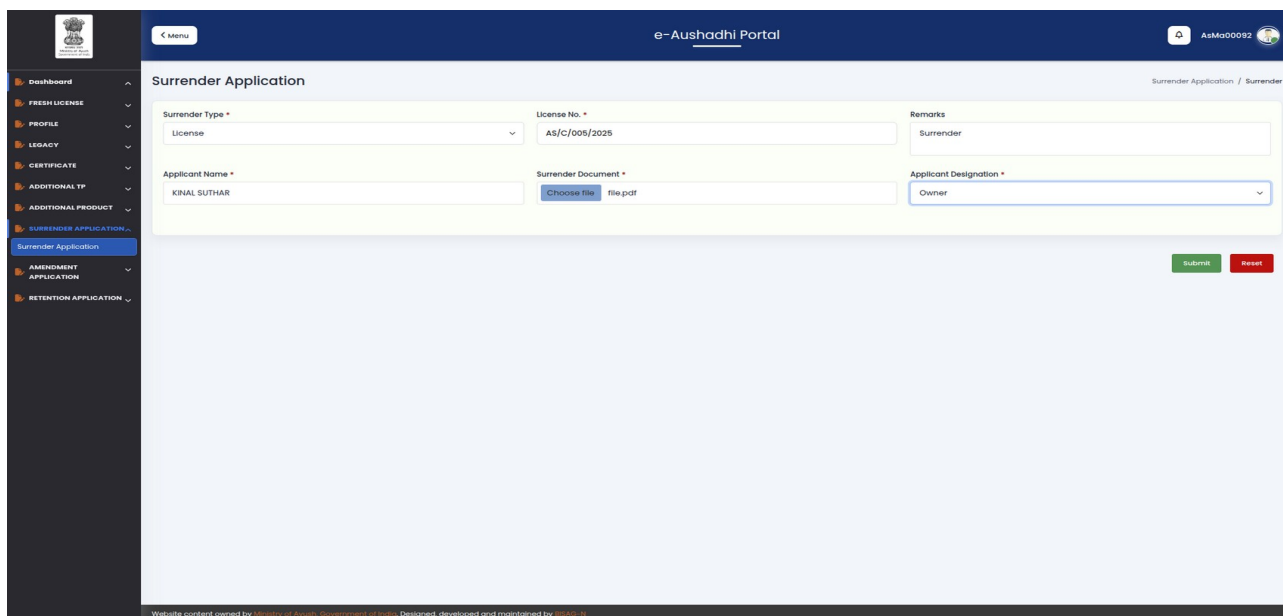
- **License**
- **Product**
- **TP**
- **Certificate**

◆ If your license type is Loan, follow these steps to submit your application:

1. Enter the OTP sent to your own firm's registered email address.
2. After verifying the OTP, you can submit the application.

Based on the selected **Surrender** type, the form will dynamically display the relevant fields:

- If **"License"** is selected: A field will appear to select **License No.**



The screenshot shows the 'Surrender Application' form on the e-Aushadhi Portal. The form is titled 'Surrender Application' and has a sidebar menu on the left with options like Dashboard, Fresh License, Profile, Legacy, Certificate, Additional TP, Additional Product, Surrender Application (selected), Amendment Application, and Retention Application. The main form area contains the following fields:

- Surrender Type ***: A dropdown menu with 'License' selected.
- License No. ***: A text field containing 'AS/C/005/2025'.
- Remarks**: A text area with 'Surrender' entered.
- Applicant Name ***: A text field containing 'KINAL SUTHAR'.
- Surrender Document ***: A text field with a 'Choose file' button and 'file.pdf' displayed.
- Applicant Designation ***: A dropdown menu with 'Owner' selected.

At the bottom right of the form, there are two buttons: 'Submit' (green) and 'Report' (red). The footer of the page states: 'Website content owned by Ministry of Ayush, Government of India. Designed, developed and maintained by BISAG-N'.

- If **"Product"** is selected: A field will appear Select **Product**.



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AsMa00092

Dashboard

 FRESH LICENSE

 PROFILE

 LEGACY

 CERTIFICATE

 ADDITIONAL TP

 ADDITIONAL PRODUCT

 SURRENDER APPLICATION

 Surrender Application

 AMENDMENT APPLICATION

 RETENTION APPLICATION

Surrender Application

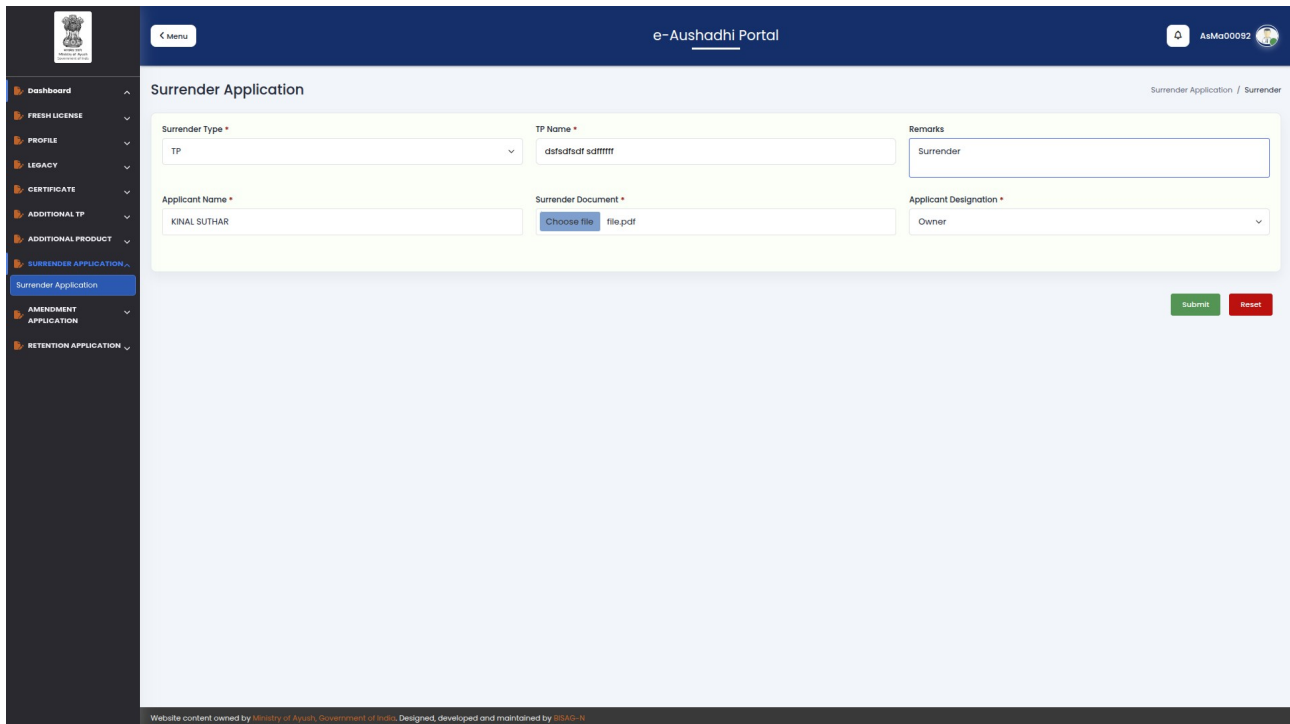
Surrender Application / Surrender

Surrender Type * Product	Product Name * fdgrfdafra	Remarks Surrender
Applicant Name * KINAL SUTHAR	Surrender Document * Choose file file.pdf	Applicant Designation * Owner

Submit
 Reset

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- If "TP" is selected: A field will appear to select the **TP name**.



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 Surrender Application

 Surrender Type * TP

 TP Name * dsfsdfsdf sdffff

 Remarks Surrender

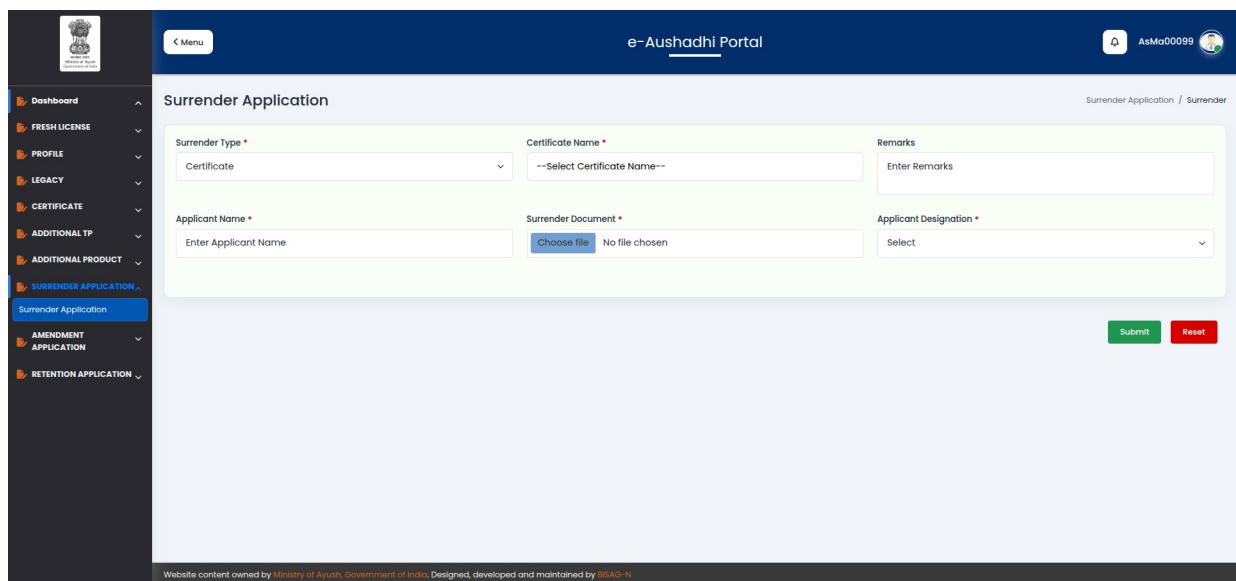
 Applicant Name * KINAL SUTHAR

 Surrender Document * Choose file file.pdf

 Applicant Designation * Owner

 Submit Reset

- If "Certificate" is selected: A field will appear to select the Certificate name.



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 Surrender Application

 Surrender Type * Certificate

 Certificate Name * --Select Certificate Name--

 Remarks Enter Remarks

 Applicant Name * Enter Applicant Name

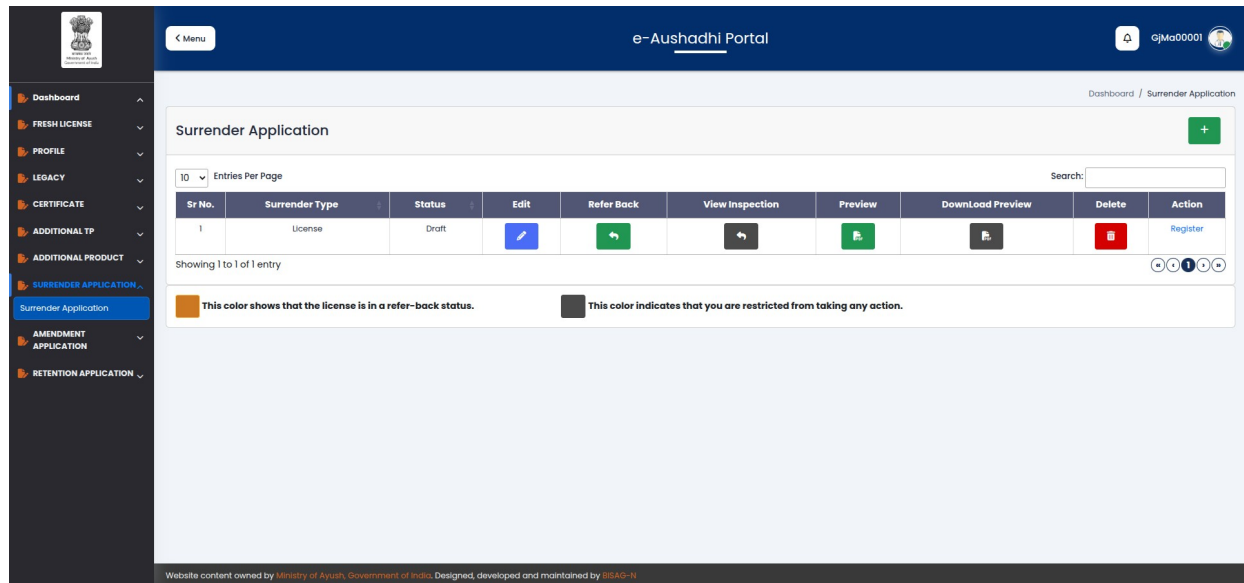
 Surrender Document * Choose file No file chosen

 Applicant Designation * Select

 Submit Reset

Please ensure that all required fields are completed before submitting the form.

➔ Surrender Data Table Display



- ◆ After submitting an Surrender via the **Add Surrender** form, the data table will reflect the following values based on the selected **Surrender Type**.
- ◆ If your application has any queries then Administration send back the application to you. You can see the reason by clicking on the Refer back button.
- ◆ When you resolved the query and then click on comply button to resubmit the application.
- ◆ In manufacture side Surrender type fill data and then Register the Application and we can see the status of surrender Application.
- ◆ *Once Surrender application will approved you can see the download preview from the above image table.*
- ◆ *If You enter incorrect details you can also delete the application.*