

<b>GENERAL INFORMATION</b>	
<b>Name of formality</b>	License to Establish a Magazine
<b>Type of formality</b>	License
<b>Date of last modification</b>	01.09.2017
<b>Responsible Authority</b>	Mass Media Department
<b>Who should apply for this formality?</b>	Individuals, legal entities and organizations that intend to establish a media agency (Magazine)
<b>Qualifications needed by the business to get the formality</b>	1. Identify the name, type of media, ideology, objectives in accordance with the role of the agency by the media owner, the target of the service, the scope of publication and distribution of the print media, the power of the transmitter, the timing of the distribution, the frequency, the scope of the transmitting, including the language, username on the internet that will be used by the media agency,2. Identify the name, structure, content, form of the media product3. Must have an organizational structure and qualified personnel as defined in Articles 29, 32 and 34 in accordance with the Law on the Media.4. Have an office, vehicles, technical equipment, capital to ensure the operation of their work.5. In accordance with the development plan and media management in each period

<b>LEGAL FRAMEWORK</b>			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Chapter IX, Article 55
Law on Mass Media (Revised)	01/NA	04.11.2016	

<b>REQUIRED DOCUMENTS FORMALITIES</b>		
<b>Name</b>	<b>Type</b>	<b>Comment</b>

\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}
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<b>LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
\${ATTACHMENT_NAME}	\${ATTACHMENT_TYPE}	\${ATTACHMENT_FILE}

<b>LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
\${ATTACHMENT_NAME_RENEW}	\${ATTACHMENT_TYPE_RENEW}	\${ATTACHMENT_FILE_RENEW}

<b>MEAN OF PRESENTATION</b>		
<b>Means of presentation</b>	At the Authority Offices	
<b>Address of authority</b>	Mass Media Department, Ministry of Information, Culture and Tourism	
<b>Time it takes to the authorities to process the formality</b>	15	Within 90 days. After receiving the application, the Ministry of Information, Culture and Tourism must consider issuing the license. In case of refusal, the reason must be given in written to the applicant

<b>RENEWAL INFORMATION</b>	
<b>Does the formality have a validity or an expiration date?</b>	<b>How long will the formality be valid for? (in months)</b>
YES	12
<b>What is the process and conditions to get the formality?</b>	
<b>What is the process and conditions to renew the formality?</b>	After completing the required documents, the relevant authority will conduct the actual inspection

<b>ISSUING FEES</b>
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<b>Has application fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Application fees businesses need to disburse</b>	<b>Total fees businesses need to disburse</b>
YES	0.00	100000.00	0.00	100000.00
<b>Comments</b>	Based on the Ordinance on fees and service charges No. 003/PO, Chapter IX, Article 55			
<b>ADDITIONAL ISSUING FEES</b>				
<b>Additional fee names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional fee comments</b>				

<b>RENEWAL FEES</b>				
<b>Has renewal fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Renewal fees businesses need to disburse</b>	<b>Total renewal fees businesses need to disburse</b>
YES	0.00	100000.00	0.00	100000.00
<b>Comments</b>	Based on the Ordinance on fees and service charges No. 003/PO,, Chapter IX, Article 55			
<b>ADDITIONAL RENEWAL FEES</b>				
<b>Additional renewal fees names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional renewal fees comments</b>				