

Checklist: 2026 FDA renewal

For food facilities exporting to the U.S. The renewal period runs October 1 to December 31, 2026.

1	FDA Industry Systems (FIS) account access Username and password of whoever filed the original registration.	☐
2	Current DUNS number Name and address must match the registration exactly. If they changed, update the DUNS first.	☐
3	Legal name, address and owner or operator Current details, especially after any change or restructuring.	☐
4	All trade names Including private-label or customer brands made at the plant.	☐
5	Product categories and activities Manufacturing, processing, packing or holding.	☐
6	24-hour emergency contact Name, phone and email of someone reachable at all times.	☐
7	U.S. Agent Confirmed, with a signed agreement. FDA does not complete the renewal until the Agent confirms it.	☐
8	Details of your U.S. importers Your importers have their own FDA obligations.	☐

FDA does not charge for registration or renewal. This checklist is general guidance and is not legal advice. Terrapont Trade Group LLC is an independent company, not affiliated with FDA.

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