

APPENDIX - 20

PROFORMA FOR SUBMISSION OF GRIEVANCE REPRESENTATION

NOTE: PLEASE SEE PARAGRAPH 9.9 OF THIS HANDBOOK

FOR OFFICIAL USE

File No.:----- Date:-----

1. Name of the Applicant :.....
2. Address: :.....
3. Grievance pertains to: (Please tick) Details may be mentioned (use additional sheets, if required)
EPCG Scheme
Duty Exemption/Remission Scheme
Diamond Gem & jewellery & jewellery Scheme
Export Licence
Import Licence
Any other matter :
4. Particulars of file/ correspondence Ref No./date of DGFT or its regional office, if any: :.....
Whether the Grievance Committee of the concerned regional licensing office has been approached Yes [] No. []
if so, furnish particulars/ decision, if any, taken by such a Committee. :.....
6. Any other remarks :.....

Signature

Name in Block Letters :.....

Designation :

Telephone :

E-Mail address :.....

Fax: :.....

