

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 if so, furnish particulars/ decision, if any, taken by such a Committee. Yes [] No. []

6. **Any other remarks** :.....

Signature

Name in Block Letters :.....

Designation :

Telephone :

E-Mail address :.....

Fax: :.....

