

**APPENDIX -9**

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**APPLICATION FORM FOR GRANT OF LICENCES FOR CAPITAL GOODS INCLUDING COMPUTER, COMPUTER SUB-SYSTEMS AND SERVICE EQUIPMENT UNDER THE EPCG SCHEME**

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- Note:
1. Please see paragraph 5.2 of this Handbook.
  2. Please read the general instructions given at Appendix-1 before filling this application.
  3. Please submit 10 copies of this application form.

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FOR OFFICIAL USE

File No..... Date.....

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1. Name and address of the applicant : M/s.....  
.....  
..
2. IEC Number :
3. Please tick the appropriate column.  
  
(i) Manufacturer Exporter :  
(ii) Merchant Exporter :  
(iii) Service Provider :
4. Capital investment on fixed assets:

	Existing -----	Proposed -----
A. Land and Building	Rs.....	Rs.....
B. Machinery/Equipments -----		
(i) Imported (CIF Value)	Rs.....	Rs.....
(ii) Indigenous	Rs.....	Rs.....
(iii) CIF value of CG applied for	Rs.....	Rs.....
(iv) Total of (i)+(ii)+(iii)	Rs.....	Rs.....
Total :	Rs.....	Rs.....

- 5 Any change in the status of : (a) Not applicable []  
 SSI limit due to import of (b) No change []  
 capital goods proposed to be (c) Crosses SSI limit []  
 imported under this scheme
6. i) Name of the applicant or his : .....  
 supporting manufacturer(s)/ .....  
 vendor(s) .
- SSI/IEM NO. ....  
 Dated .....  
 Issuing Authority .....
- ii) Address of factory where the : .....  
 capital goods to be imported .....  
 are proposed to be installed .....
- iii) The manufacturing products : .....  
 endorsed on SSI/Industrial  
 Licence/IEM.
- iv) Whether any export obligation : Yes/No.  
 has been imposed in the Letter  
 of Intent/ Industrial Licence/  
 FC Approval.
- If yes, give details thereof :  
 including E.O fulfilled, if any:
7. (i) Name of the end products to : .....  
 be manufactured out of the  
 proposed capital goods.
- (ii) Product(s) to be exported : .....
- (iii) Export Product Group Code : .....
8. Category of service provider : [ ]  
 (If applicable)
- Regd.No. ....  
 Dated .....  
 Issuing authority .....
9. (i) CIF Value of the licence : (In Rupees).....  
 applied for. (In freely convertible  
 currency) .....
- (ii) Export obligation under taken:  
 (In freely convertible currency) .....
10. Details of Fee : Bank receipt/ .....  
 DD No.& date:.....  
 Amount Rs. ....  
 Name of the Bank and  
 Branch of issue .....

11. Details of exports made for the same on similar export product during preceding three licensing years.

LICENSING YEAR	FOB VALUE OF EXPORTS (in Rupees)	PRODUCTS EXPORTED
[1]	[2]	[3]

12.	Total customs duty on capital goods to be imported (in Rs.)	Duty leviable under EPCG scheme (in Rs.)	Duty saved (in Rs.)

13. Details of EPCG Licences already obtained which have not been redeemed:

S. No.	Licence No. and date	CIF value (In Rupees)	Export obligation fixed in freely convertible currency	Whether BG/ LUT executed	%age of export obligation fulfilled
(1)	(2)	(3)	(4)	(5)	

14. Details of capital goods applied for import:

S. No.	Description and technical specification of the items of import	Quantity	CIF value in freely convertible currency	Country of origin
(1)	(2)	(3)	(4)	(5)

**DECLARATION/UNDERTAKING**  
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I/We hereby solemnly undertake/declare that:-

- (i) I/We hereby declare that the particulars and the statements made in this application are true and correct to the best of my/our knowledge and belief and nothing has been concealed or held therefrom.
- (ii) I/We full understand that any information furnished in the application if proved incorrect or false will render me/us liable for any penal action or other consequences as may be prescribed in law or otherwise warranted.
- (iii) I/We undertake to abide by the provisions of the foreign Trade (Development and Regulation) Act, 1992, the Rules and Orders framed thereunder, the Export and Import Policy and the Handbook of Procedures.
- (iv) That I/We shall be liable to penal action in accordance with the Policy/Procedure/Foreign Trade (Development & Regulation) Act, 1992 the Rules and Orders framed thereunder and the Customs Act, 1962 addition to forfeiture of Bank Guarantee or any other Bond/Guarantee given to the Customs/licensing authority, in the event of failure to fulfill the export obligation as stipulated, within the export obligation period prescribed or subsequently extended by the competent authority.
- (v) I/We further declare that no export proceeds are outstanding beyond the prescribed period as laid down by the RBI, or such extended period for which RBI permission has been obtained.
- (vi) I hereby certify that I am authorised to verify and sign this declaration as per paragraph 9.9 of the policy.

Signature of the Applicant: \_\_\_\_\_  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Official Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Place : \_\_\_\_\_  
Date : \_\_\_\_\_

Residential Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
E-mail address: \_\_\_\_\_

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Documents to be enclosed with the application form:  
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1. Bank Receipt (in duplicate)/Demand Draft evidencing payment of application fee in terms of Appendix-29.
2. Self certified copy of the Performa invoice/quotations of the foreign supplier showing the CIF value quoted. In case the Proforma invoice is on FOB basis, the applicant shall indicate the freight and insurance separately on its letter head.
3. Manufacturers illustrated pamphlets/catalogue/drawing/technical design etc.
4. Statement of exports achieved by the applicant in respect of the same/similar export product/services rendered during the preceding three licensing years duly certified by a Chartered Accountant/Cost and Works Accountant in the form given in Appendix- 23/23A.

## APPENDIX - 9 - A

### STATEMENT OF EXPORT/ REDEMPTION FORM UNDER EPCG SCHEME

NOTE: PLEASE SEE PARAGRAPH 5.9 AND 5.13 OF THIS HANDBOOK

- a) Name & Address of the Licence holder :
- b) EPCG Licence No. & Date :
- c) CIF Value (i) Issued :  
(ii) Utilised :
- d) Export Obligation w.r.t imports effected under the EPCG Licence :
- i) Export obligation equal to four/five/six times of the CIF value of capital goods as may be the case. :
- ii) Average exports to be maintained :
- e) Product exported as per the conditions attached to the EPCG licence :
- f) Date of clearance of the first consignment of capital goods under the EPCG Licence from the customs authorities/Date of receipt of CG from indigenous source :
- g) Date of completion of export obligation :
- h) Details of Exports :
- i) Year/Block of year from the date of issue of licence :
- ii) Proportion of total Export Obligation fulfilled :

iii) Details of physical/ deemed exports:

S. No.	Product Exported/ Supplied	Shipping Bill No./Date/Lorry/ Railway receipt number and date	FOB value of exports/ FOR value of supplies			Remarks
			Exports/ Supplies made out of imported capital goods to discharge E.O. imposed on the Licence and export proceeds realised			
			Direct exports	Third Party exports	Deemed exports	
(1)	(2)	(3)	(4a)	(4b)	(4c)	(5)

iv) We further declare that we have made exports of US\$/Rupee \_\_\_\_\_ in the licensing year \_\_\_\_\_ for maintenance of average (other than that mentioned in iii) above).

We hereby declare that the above particulars are correct

Signature with seal and  
Designation of the exporter

It is certified that we have verified the books of accounts Books of the above exporter and the particulars given above in respect of export both physical and deemed, are correct. It is also certified that all the shipping bills verified by me/us as mentioned in iii) above contained in the EPCG Licence No. and date as given at Sl.No.b) above.

Signature with seal of the  
Chartered Accountant/Cost  
& Works Accountant  
Membership No.

This is certified that all physical exports as shown in iii) & iv) above are in freely convertible currency and payment of the same has been realised.

For Deemed exports

Date: \_\_\_\_\_ Signature with the seal of the Bank  
Bank Code No.

Note: 1. The consolidated statement may be submitted only at the time of seeking redemption of BG/LUT and the statement should be complete in all respects including the information in S.No.(3)column (4) above duly certified by Chartered Accountant as well as by the Bank.

Documents to be enclosed with the application form:

1) Copy of bill of entry showing the date of clearance of the first consignment.

**APPENDIX-9 B**

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**STATEMENT OF FOREIGN EXCHANGE EARNINGS AND REDEMPTION FORM  
UNDER EPCG SCHEME FOR SERVICE PROVIDERS**

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NOTE: PLEASE SEE PARAGRAPH 5.9 AND 5.13 OF THIS HANDBOOK  
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- a) Name & Address of the Licence holder : .....
- b) EPCG Licence No. & Date : .....
- c) CIF Value
  - i) Allowed:.....
  - ii) Utilised:.....
- d) Export Obligation imposed on the EPCG Licence : .....
- i) Export obligation equal to four/five/six times of the CIF value of capital goods. : .....
  - ii) Average exports to be maintained : .....
- 
- e) Type of service rendered as per the conditions attached to the EPCG licence : .....
- f) Date of completion of export obligation : .....
- g) Details of Service Provided : .....
- i) Year/Block of year from the date of issue of licence. : .....
  - ii) Proportion of total Export Obligation fulfilled. : .....



iii) Details:

S. No.	Type of Service Rendered	Voucher No (not applicable for the hotel industry)	Foreign Exchange Earnings by Service Provider	
			Forex earnings realised for additional EO under EPCG	Forex earnings realised by service provider for maintaining average
(1)	(2)	(3)	(4a)	(4b)

We hereby declare that the above particulars are correct

Signature with seal and  
Designation of the service provider

It is certified that we have verified the foreign exchange earned for the licensing years mentioned above by the service provider.

Signature with seal of the  
Chartered Accountant  
Membership No.

This is certified that all services rendered as shown above are in freely convertible currency (both direct and indirect in respect of the service provider) and payment of the same has been realised.

Signature with the seal of the Bank/authorised dealer in foreign exchange.

Date:.....

Bank/Authorised dealer Code  
No.....

- Note:
1. The consolidated statement may be submitted only at the time of seeking redemption of Bank Guarantee/Legal Undertaking and the statement should be complete in all respects including the information in column (g)(3) above duly certified by Chartered Accountant as well as by the Bank/authorised dealer.
  2. For hotel industry, the payments covered under Policy circular 60/97-2002 dated 24.12.98, shall be considered as foreign exchange earned for the purpose of EPCG scheme.

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Documents to be enclosed with the application form:  
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1. Copy of Bill of Entry showing date of clearance of the first consignment.