

The Indian Silk Export Promotion Council

(Sponsored by the Government of India, Ministry of Textiles)

Working Office: B-1 Ext/A-39, Mohan Cooperative Industrial Estate,
Mathura Road, New Delhi- 110044.

Telefax: 011- 26950134. Email: roisepec@gmail.com

Web: www.theindiansilkexportpromotioncouncil.com

ABOUT COUNCIL

The Indian Silk Export Promotion Council (ISEPC) was established by the Government of India in the year 1983 to promote the exports of natural silk products.

MAIN ACTIVITIES OF THE COUNCIL.

- Explore markets and identifies items offering export potential by conducting market surveys.
- Establish contacts with the perspective buyers to generate their interest in Indian Silk products.
- Sponsor trade delegation, study teams and sales teams to various market abroad.
- Organize Buyer Seller Meets for its member exporters.
- Organize Silk fairs and exhibition in India.
- Participate in trade fairs and exhibitions abroad.
- Resolve trade disputes.
- Launch generic promotion of silk products from India.
- Organize Workshops/Seminars on various trade and policy related issues.

ELIGIBILITY FOR MEMBERSHIP .

Any exporter of natural Silk Goods can become an exporter member of the Council. As a member, you will be entitled to receive all benefits from the Council as announced by the Government of India from time to time.

HOW TO APPLY

- a). Enclose a Demand Draft or at par cheque in favour of “**The Indian Silk Export Promotion Council**” for Rs. 8,260/- (Rupees eight thousand two hundred sixty only).
- b). Fill up the form (Appendix 4) attached.
- c). Enclose Bankers Certificate (as per specimen attached).
- d). Fill up the authorization form to act as representative in the Council (attached).
- e). Enclose a photocopy of importer and exporter Code number issued by the Licensing Authority.
- f). Enclose a Photocopy of evidence as a manufacturer exporter, if required.
- g). A certified copy of the Partnership Deed (in case of partnership firm) or the Memorandum and Articles of Association (In case of a limited company) to be attached.

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Appendix- 4

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FORM OF APPLICATION FOR REGISTRATION CUM MEMBERSHIP WITH EXPORT PROMOTION COUNCIL

FOR OFFICIAL USE

File No: -----date: -----

To
The Executive Director,
The Indian Silk Export Promotion Council,
New Delhi.

Dear Sir,

Kindly register us as Merchant/Manufacturer/Merchant cum Manufacture (as the case may be) exporter of the products as mentioned in column 7 of the application. The particulars are as under:-

1. Name of the applicants : -----
2. Address of the applicant :-----
 - (i) Registered Office incase of Limited Company and head office :-----
Incase of others. -----
 - (ii) Name and addresses of Branches :-----
If any. -----
 - (iii) Name and address of the factory. :-----
2. (a) Email ID of the Company :-----
3. IEC No.----- date of issue-----issuing authority-----
4. PAN No.
5. GST No.....
6. Mobile No.....
7. If the registration is required as a :No.-----
Manufacturer exporter SSI Registration Date -----
Industrial Licence/IEM Issuing Authority-----

Others (specify) :-----
8. EH/TH/SSTH certificate number : Valid upto-----

9. Details of Directors/Partners/Proprietor/Karta to be given in the following manner:

- 1) (a) Name : -----
- (b) Father's Name : -----
- (c) Residential address : -----

- (d) Telephone No. : -----
- (e) Mobile No. : -----
- (f) Fax No. : -----

10. Name of product(s) for which required:-----

11. I/We hereby solemnly declare that the above stated information is true and correct. I/We undertake, without any reservation, to:

- (a) Abide by the terms of the registration certificate granted to us on all our exports:
- (b) Agree to abide by any code of conduct that may be prescribed
- (c) Agree to abide by export floor price condition that may be stipulated by the Registering Authority
- (d) Furnish without fail monthly returns of exports including NIL returns to the Registering authority by 15th day of the months following the quarter.

12. We further understand that our registration is liable to be cancelled in the event of breach of any of the undertakings mentioned above.

Yours faithfully,

(Signature)

Name: -----
Address: -----
Designation: -----
Tele No.:-----
Fax No.:-----
Residential address: -----

Place: -----

Date: -----

Documents to be enclosed with the application

- 1. A self certified copy of the IEC Number issued by the licensing authority concerned.
- 2. A certificate from the Bank in support of the applicant's financial soundness.
- 3. Cheque/Demand Draft.
- 4. Authorization Forms.

BANKERS CERTIFICATE

1. Name of the Company :

2. Address
a) Regd. Office :

b) Branch Office, if any :

3. Name(s) of Proprietor/ Partner/
Directors etc. :

4. Nature of Business :

This is to certify that the above mentioned party are banking with us. The dealings of the party are satisfactory/ not satisfactory.

Signature:

Stamp of Bank:

SPECIMEN AUTHORISATION FORM

(This Form should be typed on the Official letter-head of the Firm/Company)

1. Name of the Firm & Address :

2. Nature of the firm :
(Proprietor Concern/Partnership/
Company/Society)

3. List of Partners in the case of Partnership :
firm and list of Directors in the case of
Company/Society

4. Name of Authorised Representative :
(in block letters)

- Full Postal Address :

- Telephone No. :

5. The position of the Authorised Representative :
in the firm (Proprietor/Partner/Director)

6. Specimen Signature of the Authorised
Representative :

*Attested

Signature with official stamp of the Bankers

- NOTE :
- Authorisation will not be valid unless supported by a consent letter signed by all the Partners in case of Partnership Firm and by an attested true copy of a resolution by the Board of Directors or an Executive Committee, as the case may be, in the case of the Company or Society.
 - Signature of the authorised representative should be attested by the regular Bankers of the Firm/Company/Society with their official seal.

GST DATA FORMS

SL.	PARTICULARS	DETAILS
1	Name of the Party	
2	GST Registered Address	
3	PAN NO	
4	GST NO. (Provisional ID)	
5	ARN NO.	
6	Email Id:	
7	Contact Person	
8	Land Line Phone Nos	
9	Contact Mobile Numbers	