

**FORM OF APPLICATION FOR REGISTRATION CUM  
MEMBERSHIP WITH EXPORT PROMOTION COUNCILS**

Note : Please see paragraph 2.44 of the Policy and Paragraph 3.12.2. of Hand Book (Vol.1)

**FOR OFFICIAL USE**

File No. \_\_\_\_\_

Date \_\_\_\_\_

To,

The Council for Leather Exports,

Dear Sir,

Kindly register us as Merchant/Manufacturer/Merchant cum Manufacturer exporter of the export product(s) mentioned below :

1. Name of the applicant :
- 1 A. E.Mail Address :
2. (i) Address of the applicant :  
(Registered Office in case of limited companies and the head office for others)
- (ii) Name address of the branches if any :
- (iii) Name & address of the factory :
- (iv) Date of Establishment :
3. If the registration is required as a Manufacturer : No. :  
Exporter SSI Registration/Industrial Licence / IEM Date :  
Issuing Authority :
- Others (specify) :
4. EH/TH/STH/SSTH/ Certificate No. \_\_\_\_\_ Valid upto \_\_\_\_\_
5. Name of export product (s) for which :  
registration is required

: 2 :

6. 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 15<sup>th</sup> day of the months following the quarter.
7. 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 : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Address : \_\_\_\_\_  
: \_\_\_\_\_  
Tele No. : \_\_\_\_\_  
Fax No. : \_\_\_\_\_  
E.Mail No. : \_\_\_\_\_  
Residential address : \_\_\_\_\_  
: \_\_\_\_\_

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

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

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**Documents to be enclosed with the application form**  
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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. In case of Manufacturer Exporter, a self certified copy of S.S.I. Certificate / Industrial Licence / Industrial Entrepreneurs Memorandum.

Also furnish list of Directors / Partners / Proprietor / Karta in the following manner.

- |     |                         |   |       |
|-----|-------------------------|---|-------|
| (1) | (a) Name                | : | _____ |
|     | (b) Father's Name       | : | _____ |
|     | © Designation           | : | _____ |
|     | (d) Residential Address | : | _____ |
|     |                         |   | _____ |
| (2) | (a) Name                | : | _____ |
|     | (b) Father's Name       | : | _____ |
|     | © Designation           | : | _____ |
|     | (d) Residential Address | : | _____ |
|     |                         |   | _____ |
| (3) | (a) Name                | : | _____ |
|     | (b) Father's Name       | : | _____ |
|     | © Designation           | : | _____ |
|     | (d) Residential Address | : | _____ |
|     |                         |   | _____ |
| (4) | (a) Name                | : | _____ |
|     | (b) Father's Name       | : | _____ |
|     | © Designation           | : | _____ |
|     | (d) Residential Address | : | _____ |
|     |                         |   | _____ |
| (5) | (a) Name                | : | _____ |
|     | (b) Father's Name       | : | _____ |
|     | © Designation           | : | _____ |
|     | (d) Residential Address | : | _____ |
|     |                         |   | _____ |