



# Council for Leather Exports

(Sponsored by Ministry of Commerce and Industry, Govt. of India)

No.CLE/Mem-Renewal/2020-21

June 05, 2020

All Members of the Council

**IMPORTANT MESSAGE**

Dear Member,

***Sub: Renewal of Membership with CLE for the year 2020-21 – Online.***

This is with reference to your renewal of CLE membership for the year 2020 – 21. The Council was not able to host revised Membership Renewal Application Form in CLE's website on 1<sup>st</sup> April 2020 due to lockdown. Now the online application module for renewal of membership is ready. **Hence, members are requested to follow the below steps for renewal of membership.**

- 1) Please renew your Membership for the year 2020-21 by submitting the Membership Renewal Application Form and format of Bank Certificate through online by clicking the MEMBERSHIP heading and RENEWAL OF MEMBERSHIP sub-heading in CLE website [www.leatherindia.org](http://www.leatherindia.org)
- 2) **Manual submission of Application for Renewal of Membership will not be accepted by the Council.**
- 3) The application form will be scrutinized by CLE and if all the details are found to be in order, a link for online payment of membership fee will be sent through your e-mail ID given in your application form. It may kindly be noted that without submission of renewal form and bank certificate, you will not be able to reach payment through gateway.
- 4) **On receipt of the applicable Membership Fee, the Council will send RCMC duly renewed for 2020-21 to the registered e-mail address of the Member within 03 working days.**
- 5) After payment of membership fee, the following documents (hard copies) have to be sent by you through post/courier to concerned Regional Office of CLE within 3 workings days of online submission of the application form.
  - (i) Printed and signed copy of the membership application form filled online
  - (ii) Original of the Attested **Bank Certificate** of your export performance on FOB basis for 2019-20. In case of no export during 2019-20, you need to mention as "**NIL**" export while filling application online.

**Members may kindly note the following important points:**

- As a mandatory requirement, the Council will be uploading the individual RCMCs issued online in the DGFT's server. Hence, we request you kindly to ensure that the information furnished in the Membership Renewal Application Form is thoroughly checked and validated before submission to the Council since the information provided online construed to be self-attested data.
- Your current Registration-cum-Membership Certificate (RCMC) is valid till September 30, 2020 as per DGFT Trade Notice No. 60 dated 31<sup>st</sup> March 2020. After Sept. 30, 2020, your RCMC will be valid only if CLE membership is renewed. **Hence, please renew your membership at the earliest so that you may continue availing the following benefits / concessions/ schemes of Govt. of India, as applicable from time to time.**
- Manual submission of Membership Renewal Application Forms and Membership fee through Cheque / Demand Draft / NEFT and RTGS shall not be accepted by the Council and if paid shall be returned.

In the light of the above, Members are requested to visit the Council's website [www.leatherindia.org](http://www.leatherindia.org) and click the link " **MEMBERSHIP** " and choose " **Renewal of Membership** " of the sub-links and submit the Application Form duly filled in along with Bank Certificate through Online

With Regards  
Yours Sincerely,

***R. Selvam, IAS***  
***Executive Director***  
***Council for Leather Exports***