

Applicant company Letter to the CLE - Format.

(In the Letter Head of the company)

Date:

To:
Shri
Regional Director (.....)
Council for Leather Exports
.....
.....

Dear Sir / Madam,

Sub: Import of Footwear Soles under QCOs for exports purpose – Request for issuance of certification from CLE – reg.

We wish to inform that we are importing footwear soles (which are falling under Quality Control Order issued by DPIIT, Govt of India), and we have to clear our import consignment of footwear soles from Customs. In terms of Order dated 01.09.2023 issued by DPIIT, Govt of India, we are submitting the following for your perusal:

A Self-declaration Letter from our company dated..... is attached herewith, along with relevant copies of the supporting documents.

Further, we are also submitting herewith the Udyam Registration Certificate issued by Ministry of MSME, Govt of India.

The payment of Service Charge @ 1% of the CIF value + 18% GST = Rs. (or) minimum service charge of Rs.5000 + 18% GST (*mention whichever applicable*) would be made to the CLE via..... (Mention the mode of payment)

We request you to kindly arrange to issue the CLE certification, to enable us to clear the import consignment of footwear soles.

Thanking you,
Yours faithfully,

Signature:
Name of the signatory:
Designation:
Mobile:
Email: