

 <b>TEXPROCIL</b> <small>THE COTTON TEXTILES EXPORT PROMOTION COUNCIL (Sponsored by Government of India)</small>	<b>Membership Form (RTE)</b>	For/Memb/02
		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 1 of 9
		Approved by:

**FORM OF APPLICATION FOR REGISTERED TEXTILE EXPORTERS WITH  
 CTEPC (TEXPROCIL)  
 (As prescribed by the Committee of Administration)  
 (TO BE TYPED IN BOLD LETTERS ON THE LETTER HEAD)**

**Membership Eligibility Criteria for becoming a Registered Textile Exporter:**

An Exporter who is manufacturing or exporting Cotton or Cotton Yarn or Cotton Fabrics or Cotton Madeups is eligible to become a Registered Textile Exporter (RTE).

**Guidelines for enrolment as Registered Textile Exporter (without Voting Rights):**

a.	No minimum Export Turnover criteria for the enrolment	
b.	Membership Fees – Entrance Fee	Rs. 3000.00
	Annual Subscription	Rs. 6000.00
		-----
		<b>Rs. 9000.00</b>
	(+) GST 18%	Rs. 1620.00
		-----
	<b>Total registration fee</b>	<b>Rs.10620.00</b>
		=====

- 1) Date of Application :
- 2) Name & Postal Address of the Firm :

- 3) Telephone No. :
- 4) Fax :
- 5) Mobile :
- 6) E-mail (Please note that this Email ID will become member's login to access members area in the Council's website after the approval of membership) :

7) **CONSTITUTION (Please tick what is applicable)**

<input type="checkbox"/>	Proprietary	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Pvt.Ltd
<input type="checkbox"/>	Public Ltd	<input type="checkbox"/>	Co-op.Society	<input type="checkbox"/>	Govt.Undertaking
<input type="checkbox"/>	Trust	<input type="checkbox"/>	HUF	<input type="checkbox"/>	Others (specify)

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		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 2 of 9
		Approved by:

- 8) Name of the Proprietor :  
Partners :  
Directors :  
Karta/Trustees :
- 9) Date of Establishment of the Firm :
- 10) I.E.Code :
- 11) PAN :
- 12) Banker's name and address :
- 13) Classification (Please tick what is applicable):  
 Manufacturer/Exporter  
 Manufacturer-Cum-Merchant Exporter  
 Merchant/Exporter
- 14) In case of Manufacturer, specify the activity :  
 Spinning     Weaving     Printing & Dyeing     Stitching
- 15) Capital Investment in Plant & Machinery :  
*(excluding Land & Building) (Original Cost) (In Lacs)*
- 16) Are you a status holder (Yes / No) :  
*(If Yes then, please specify Certificate No. and Validity)*
- Export House :
- Star Export House :
- Trading House :
- Star Trading House :
- Premier Trading House :
- 17) Name, Designation & Contact No. of person dealing with export in your company:

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		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 3 of 9
		Approved by:

18) Details of Past Export Performance (in Lakhs):

Item of Export	2016-2017 [FOB Value in Rs.]	2015-2016 [FOB Value in Rs.]	2014-2015 [FOB Value in Rs.]
Cotton			
Cotton Yarn			
Cotton Fabrics			
Cotton Madeups			
Total			

19) Details of registration with other EPCs : (Name of EPC and Membership since when) (if any)

20) In support of our application, we enclose the following documents:

- a) Appendix 2C as per proforma
- b) Declaration on Letter Head as per proforma duly signed by Proprietor/Partner/Director
- c) Certified copy of I.E.Code
- d) Certified copy of PAN issued by I T Authorities
  
- e) Certified copy of manufacturing Licence/SIA acknowledgement issued by the competent authorities indicating licensed and installed capacities and items of manufacture (in case of manufacturer exporter)
- f) List of Partners with addresses in case of Partnership Co.
- g) List of Directors with addresses in case of Body Corporate.

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		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 4 of 9
		Approved by:

- h) In case of :
- (i) Proprietary : Age proof of the Proprietor
- (ii) Partnership : Copy of Partnership Deed
- (iii) Pvt.Ltd/Pub.Ltd : Certificate of Incorporation and Memorandum and Articles of Association
- i) Certified copies of RCMCs issued by other EPCs.
- j) DD/Pay Order No.\_\_\_\_\_ dated\_\_\_\_\_ drawn on \_\_\_\_\_ favouring **'The Cotton Textiles Export Promotion Council'** for **Rs.10620/- payable at Mumbai, (Rs.9000/- being Rs.3000/- towards entrance fee and Rs.6000/- towards annual fee + GST @ 18% i.e. Rs. 1620/-).**

Kindly consider our application and enroll us as Registered Textile Exporter and issue us RCMC as Manufacturer-Exporter(x)/Merchant Exporter(x).

Thanking you,

Yours faithfully,

Signature and  
Name of the Proprietor/Partner/Director  
Seal of the Applicant Company/Firm

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		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 5 of 9
		Approved by:

### DECLARATION PROFORMA

(Declaration as follows to be given **on letterhead** duly signed by the  
Proprietor/Partner/Director of the firm)

We Hereby solemnly declare and undertake without any reservation to :

1. abide by the terms of the Registration Certificate granted to us on all our exports ;
1. use the import licences for the purpose for which they are issued and under the terms and conditions under which they are issued ;
2. use Standard Contract Forms for Export , as may be evolved by the Council :
3. agree to abide by any code of conduct that may be prescribed by the Council :
4. abide by the decision of the Council and/or its Sub-Committee and/or other appropriate authority nominated by the Government in the case of disputes arising between ourselves and our overseas customers and/or between other parties in respect of export ;
5. furnish without fail quarterly returns of exports including Nil returns to the registering authority by the 15th day of month following the quarter ;
6. Any other condition that may be prescribed by the Government of India for exports under the Foreign Trade Policy from time to time ;

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 in Block Letters :** \_\_\_\_\_

**Designation** \_\_\_\_\_  
**(Proprietor/Partner/Director)**

**Date:** \_\_\_\_\_ **Residential Address:** \_\_\_\_\_  
\_\_\_\_\_

 <b>TEXPROCIL</b> <small>THE COTTON TEXTILES EXPORT PROMOTION COUNCIL (Sponsored by Government of India)</small>	<b>Membership Form (RTE)</b>	For/Memb/02
		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 6 of 9
		Approved by:

## APPENDIX – 2C

### FORM OF APPLICATION FOR REGISTRATION CUM MEMBERSHIP (RCMC) WITH EXPORT PROMOTION COUNCILS

To,  
The Cotton Textiles Export Promotion Council  
Engineering Centre, 5<sup>th</sup> Floor,  
9, Mathew Road,  
Mumbai - 400 004

Dear Sir

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

1. Name of the applicant :
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 and address of the factory :

3	(i)	IEC Number	:	
	(ii)	Date of Issue	:	
	(iii)	Issuing authority	:	
4		Payment details	:	
5a		If registration is required as a manufacturer exporter  (SSI Registration/Industrial Licence/IEM)	:	No.  Date Issuing Authority
b		Others (Specify)	:	
c		EH/TH/STH/SSTH/SHE/ISEH/ISSEH/ISSEH certificate number		Valid upto

 <b>TEXPROCIL</b> <small>THE COTTON TEXTILES EXPORT PROMOTION COUNCIL (Sponsored by Government of India)</small>	<b>Membership Form (RTE)</b>	For/Memb/02
		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 7 of 9
		Approved by:

6	If status Holder: (category)	:	Certificate number Valid upto
7	(a) Name of export product(s) or its category for which registration is required	:	
	(b) Main line of business of applicant	:	
8	I hereby solemnly declare that the above stated information is true and correct and I undertake to abide by the FT (D & R) Act, 1992 and the provisions under FTP.		
9	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 agree to abide by export floor price condition that may be stipulated by the Registering Authority	
	©	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.	
10	We further understand that our registration is liable to be cancelled in the event of breach of any of the undertakings mentioned above.		
11	I solemnly declare that I have applied to the Export Promotion Council which pertains to our main line of business. In case I have applied to any other council, the application has been made within the purview of the provisions of <b>Para 2.94</b> of the Handbook of Procedures.		

Place  
Date

Yours faithfully

(Signature)

Name  
Address  
Designation  
Tel.No  
Fax No  
Residential Address

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For/Memb/02

Rev. no: 01

w.e.f.: 20/05/2014

Page: Page 8 of 9

Approved by:

**Kindly put (✓) against your product of Export****COTTON**

Ginning		Pressing		Cotton Waste		Cotton Lint/Linters		Comber Noil	
Others (Please Specify)									

Raw Cotton (for Merchant Exporter)

**COTTON YARN**

<b>Count Group</b>	Upto 8	8 - 25	26 - 31	32 - 47	48 - 56	57 - 71	72 & above
<b>Type of Yarn</b>	Open End	Ring Spun					
<b>Carded</b>	Single	Multiple Ply					
<b>Combed</b>	Single	Multiple Ply					
<b>Processed Yarn</b>	Bleached	Mercerised	Dyed	Melange	Sewing Thread		
Others (Please Specify)							

**COTTON FABRICS**

<b>Category</b>	Woven Fabrics	Knitted Fabrics					
<b>Type</b>	Grey	Bleached	Piece Dyed	Yarn Dyed	Printed	Denims	Embroidered
<b>Description</b>	Shirting	Poplin	Twill / Drills	Furnishing			
Others (Please Specify)							

**COTTON MADEUPS**

Bed Linen	Bath Linen	Kitchen Linen	Table Linen	Bed Sheet	Non Terry Towels
Pillow Case	Scarves	Bags	Curtains	Terry Towels	Hand Towels
Napkin	Table	Bed	Fitted	Runners	Quilts



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		Rev. no: 01
		w.e.f.: 20/05/2014
		Page: Page 9 of 9
		Approved by:

s		Cloth		Cover		Sheet			
Others (Please Specify )									