

Check List For Claiming Advance Authorization
(Para 4.1.3 Of FTP & Para 4.4 Of HBP)

1.	Name and address of the applicant	
2.	Whether the applicant is located within the jurisdiction of this office	
3.	Date of receipt of application.	
4.	Whether the SION has already been fixed	
5.	Whether the application in prescribed form (AAYAAT NIRYAAT form) (part-1, part-2, sub section-v and part 4)	
6.	Whether all the pages of the application is signed by the applicant	
7.	Whether the application is submitted in two copies	
8.	Whether all documents required under Sl. No. V of GUIDE LINE FOR APPLICANTS of AAYAAT NIRYAAT FORM as follows:	
	(a) Bank Receipt (challan) in duplicate evidencing payment of application fee in term of Appendix 21B.	
	(b) Whether the applicant is a Merchant Exporter? If so, whether the details of the supporting manufacture furnished?	
	(c) Self attested copy of valid RCMC in terms of Para 2.44 of FTP	

