

Check List For Claiming EPCG
(Para 5.1 Of FTP & Para 5.3.1 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 duty saved amount is upto Rs. 50 crores	
5.	Whether the application is in prescribed form (AAYAAT NIRYAAT FORM) (PART 1, PART 2, SUB SECTION VI and PART 4)	
6.	Whether all the pages of the application is signed by the applicant	
7.	Whether the application is submitted in duplicate	
8.	Whether all documents required under Sl. No. VI 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) Self certified copy of Drug Manufacturing Licence in case of export of Pharmaceutical product or self certified copy of IEM/SSI/Registration Number in case of other products or a self certified copy of Service Tax Registration in case of Service Providers	
	(c) Certificate from a Chartered Engineer in the format given in Appendix 32A (certifying the nexus)	
	(d) Statement of exports made/services rendered by the applicant firm in respect of the same/similar export product/services rendered during the preceding three licensing years duly certified by a Chartered Accountant/Cost and Works Accountant in the format given in Appendix 26	
	(e) In case of import of spares for existing plant and machinery, a list of plant/machinery already installed in the factory premises of the applicant firm/supporting manufacturer for which the spares are required, duly certified by a Chartered Engineer or jurisdictional Central Excise authorities as given under para 5.3.4 of HBP	
	(f) In case of EPCG applications made by EOU/SEZ unit, a self certified copy of NOC from the DC concerned.	
	(g) In case of Service Providers, who are not registered with Service Tax authorities – please see the note under Sl. No. VI of GUIDE LINE FOR APPLICANTS of AAYAAT NIRYAAT FORM	
	(h) Self attested copy of valid RCMC in terms of Para 2.44 of FTP	

	(i) Proforma invoice showing the value and quantity of the machinery to be imported	
	(j) Pamphlets of the machines to be imported	