|  |  |  |
| --- | --- | --- |
| **Particulars** | **Supporting Documents** | **File Size** |
| **DOCUMENTS REQUIRED** | |  |
| Entity Proof | Proof of establishment/incorporation/registration for the entity. Mandatory for Partnership, Registered Society, Trust, HUF, Others. | 5 MB (Only PDF) |
| Address Proof | 1. Rent agreement/Lease deed/ Sale deed/EB Bill/Telephone bill/Mobile bill/Postpaid bill/MOU | 5 MB (Only PDF) |
| 2. Aadhar card, passport, voter id - Proprietorship only |
| 3. In case the address proof is not in the name of the applicant firm, a no objection certificate (NOC) by the firm premises owner in favor of the firm along with the address proof may be submitted |
| Bank account proof | Cancelled cheque/ Bank certificate | 5 MB (Only PDF) |
| **BASIC DETAILS** | |  |
| NATURE OF CONCERN/FIRM |  |  |
| FIRM/CONCERN NAME |  |  |
| PAN NO. |  |  |
| NAME AS PER PAN DATABASE |  |  |
| DATE OF BIRTH/INCORPORATION |  |  |
| MOBILE FOR OTP |  |  |
| EMAIL FOR OTP |  |  |
| NATURE OF CONCERN |  |  |
| CATEGORY OF EXPORTERS – Any one option to be selected | 1.      Merchant Exporter |  |
| 2.      Manufacturer Exporter |
| 3.      Merchant cum Manufacturer Exporter |
| 4.      Service provider |
| 5.      Merchant cum Service provider |
| 6.      Manufacturer cum Service provider |
| 7.      Merchant cum Manufacturer cum Service provider |
| 8.      Others (please specify) |
| Whether The Firm Is Located In Special Economic Zone(Sez)? | Yes/No |  |
| Whether The Firm Is Located In Export Oriented Unit (Eou) Scheme, Electronic Hardware Technology Park (Ehtp) Scheme, Software Technology Park(Stp) Scheme Or Bio-Technology Park (Btp) Scheme? | Yes/No |  |
| CIN/LLPIN |  |  |
| GSTIN NO. |  |  |
| FIRM ADDRESS DETAILS |  |  |
| JURISDICTIONAL DGFT RA |  |  |
| **BRANCH DETAILS** | |  |
| Whether The Firm Is Located In Special Economic Zone(Sez)? | Yes/No |  |

|  |  |  |
| --- | --- | --- |
| Whether The Firm Is Located In Export Oriented Unit (Eou) Scheme, Electronic Hardware Technology Park (Ehtp) Scheme, Software Technology Park(Stp) Scheme Or Bio-Technology Park (Btp) Scheme? | Yes/No |  |
| GSTIN NO. |  |  |
| ADDRESS |  |  |
| **DIRECTOR/PARTNER ETC** | |  |
| DIN |  |  |
| Is the Director a Foreign National? | Yes/No |  |
| PAN No. & NAME AS PER PAN DATABASE |  |  |
| TITLE | Mr/Ms/Mrs. |  |
| NAME |  |  |
| FATHER’S NAME |  |  |
| ADDRESS |  |  |
| MOBILE |  |  |
| AADHAR NO |  |  |
| **BANK ACCOUNT DETAILS** | |  |
| BANK A/C NO. |  |  |
| A/C HOLDER NAME | Yes/No |  |
| BANK NAME |  |  |
| BRANCH NAME |  |  |
| **OTHER DETAILS (PREFERRED SECTORS OF OPERATIONS)** | |  |
| Import | Goods/Service – Select any one from below mentioned list |  |
| Export | Goods/Service – Select any one from below mentioned list |  |
| Others | Please specify |  |

**List of Goods to be selected for Other details (if Import/Export)**

1. Chemicals and Allied products
2. Electronic products
3. Engineering products
4. Fish and Marine products
5. Food products
6. Handicrafts
7. Leather products
8. Plastic products
9. Sport Goods
10. Textile, Readymade garments, Hosiery & Knitwears
11. Miscellaneous products
12. Wholesale Trading
13. Retail
14. Others
15. Service
16. Agriculture
17. Gems and Jewelry