



CARPET EXPORT PROMOTION COUNCIL

(Sponsored by Ministry of Textiles, Govt. of India)

APPLICATION FORM FOR MEMBERSHIP

1.	Name of the Firm/Co	
2.	Address	
3.	Telephone No./ Fax No.	
4.	E-mail	
5.	Year of Establishment	
6.	Whether Merchant or Manufacturer Exporter	
6(a)	If Manufacturer-Exporter, Please state the products Manufactured by you and the certificate number issued by DIC or any other authority	
	Certificate No.	Registering Authority
		Items for which Registered
7.	Please state the article exported by you or local sale during the last three years together with value :	
	Years (April-March)	Items
		Value in Rs.

8.	I, _____ Managing Director/ Partner/ Proprietor of M/s _____ declare that the following persons shall exercise the rights and privileges of Membership on behalf of the firm and also intimate any variation herein from time to time :	
	Name	Designation
9.	Indicate name of all Directors/ Partners/ Proprietor together with Name of all other firms with whom they are associated.	
S. No.	Name & Address	Firm/Co. in which he/she is associated.
9.1		
9.2		
9.3		
9.4		

I/We agree to abide by the Memorandum and Article of Association of the Carpet Export Promotion Council and enclose herewith a Draft for Rs. 2500/- or Rs. 3500/- as the case may be i.e. Rs. 1500/- being entrance fee plus Membership fee Rs 2000/- in case of exports over Rs. 25 lakhs in any of the three preceding years from the date of application or Rs. 1000/- for others in favour of Carpet Export Promotion Council payable at New Delhi.

I/We hereby solemnly declare that the above mentioned facets are true to the best of my/ our knowledge.

Signatures _____

Name _____
(Prop./Partner/Director)

Name of the Co./Firm _____

Seal _____

Place : _____

Dated : _____

Registered Office	Working Office	Regional Office
Shreejee Complex, Shop No. T-3, Sharma Market, Harola, NOIDA (U.P.)	Niryat Bhawan, 3 rd Floor, Rao Tula Ram Marg, Opp. Army R & R Hospital, New Delhi – 110057. Tel. : 011-26153466/67 Fax : 011-26153465 E-mail : cepc@airtelmail.in	Kaleen Bhawan, 1 st Floor, Maryadpatti, Bhadohi-221401. Tel.: 05414-225975 Fax : 05414-224903 E-mail : cepc_bhadohi@sify.com



CARPET EXPORT PROMOTION COUNCIL

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FORM OF APPLICATION FOR REGISTRATION CUM MEMBERSHIP (RCMC)

To

The Executive Director-Cum-Secretary,
Carpet Export Promotion Council,
Niryat Bhawan, 3rd Floor,
Rao Tula Ram Marg,
Opp. Army R & R Hospital,
New Delhi - 110057.
Tel.: 26153466/67
Fax : 26153465
E-mail : cepc@airtelmail.in

The Assistant Director
Carpet Export Promotion Council,
Kaleen Bhawan, 1st Floor,
Maryadpatti,
Bhadohi - 221401,
Distt. Bhadohi (U.P.)
Tel. : 05414-225075
Telefax : 05414-224903
E-mail : cepc_bhadohi@sify.com

Dear Sir,

Kindly register us as Merchant/Manufacturer exporter of the export product(s) mentioned below.

1	Name of the applicant	M/s
2.i.	Address of the applicant. (Registered Office in case of limited companies, and the head office for others)	
2.ii.	Name address of the branches, if any	
2.iii.	Name and address of the factory.	
3.i.	IEC number Date of issue Issuing Authority	
3.ii.	Date of Establishment	
4	If the registration is required as a manufacturer exporters SSI Registration Industrial Licence/IEM Others (specify)	No. _____ Date. _____ Issuing Authority _____ (Pl. attach self attested photocopy)

5	EH/TH/STH/SSTH/SHE/ISEH/ISSEH/ ISSEH	No _____ Date _____ Valid up to _____
6	Details of Directors/Partners/Proprietor/ Karta to be given in the following manner	
6.1(a)	Name	
6.1(b)	Father's Name	
6.1(c)	Residential Address	
6.1(d)	Telephone No.	
6.2(a)	Name	
6.2(b)	Father's Name	
6.2(c)	Residential Address	
6.2(d)	Telephone No.	
6.3(a)	Name	
6.3(b)	Father's Name	
6.3(c)	Residential Address	
6.3(d)	Telephone No.	
6.4(a)	Name	
6.4(b)	Father's Name	
6.4(c)	Residential Address	
6.4(d)	Telephone No.	

7.(a)	Name of export product(s) or its category for which registration is required	
7.(b)	Main line of business of applicant	
8	I/We hereby solemnly declare that the above stated information is true and correct. I/We undertake, without any reservation, to:	
8.(a)	abide by the terms of the registration certificate granted to us on all our exports;	
8.(b)	agree to abide by any code of conduct that may be prescribed;	
8.(c)	Furnish without fail monthly returns of exports including NIL returns to the Registering authority by 15th day of the months following the quarter.	
9.	We further understand that our registration is liable to be cancelled in the event of breach of any of the undertakings mentioned above.	
10.	We/ I solemnly declare that we have applied to the Carpet Export Promotion Council which pertains to our main line of business. In case we have applied to any other council, the application has been made within the purview of the provisions of para 3.12 and 3.12.1 of the Handbook of Procedures (Vol 1).	

Yours faithfully,

(Signature)

Place : _____

Name-

Designation-

Date : _____

Address-

Tel. No.-

Fax No.-

E-Mail-

Residential Address

Documents to be enclosed with the application form:

1. In case of manufacturer Exporters proof of manufacturing (self attested copy of DIC certificate) for the items for which Registration sought for.
2. A certificate from a Chartered Accountant certifying item wise export performance for the last 3 years in case of new member/exporters a copy of export order/ proof of export.
3. For new members a Demand Draft for Rs. 3500/- or Rs. 2500/- (Rs. 1500 entrance fees plus Rs. 2000/- if value of exports in any of the three preceding years exceeded Rs. 25.00 lakhs and Rs. 1000/- from others) by a demand draft in favour of Carpet Export Promotion Council, payable at New Delhi.

04. An affidavit on a Non-judicial paper of Rs.10/- duly certified by Notary Public to the effect that neither the applicant firm nor any of its Partners/Directors/ or Proprietor has ever been blacklisted by any Govt. agency.

05. An affidavit on Non-judicial paper of Rs.10/- duly certified by Notary Public that the firm will abide by the Code of Conduct of the Carpet Export Promotion Council regarding not usage of Child Labour in Carpet manufacturing.

06. An affidavit on a Non-judicial paper of Rs.10/- duly attested by Notary Public giving an undertaking that none of the Partners/Proprietor/ Directors are associated with any other firm/Company, as a Partners/Proprietor/ Directors who have not paid Child Welfare Fund to the Council @ 0.25% of the FOB value of their export for the years 1995-1996 & 1996-1997.

07. A self attested photocopy of the Partnership Deed or Memorandum and Articles of Association in case of Limited companies.

08. A self certified copy of the IEC number issued by the licensing authority concerned.

09. A self certified copy of the Income Tax Permanent Account No. (PAN).

NOTE:- Please ensure that the above documents are complete and forms are duly typed in all respect so that delay in issuance of RCMC is avoided.