

ANF-6A

**APPLICATION FORM FOR SETTING UP OF NEW EOU/EHTP/STP/BTP UNIT OR CONVERSION OF EXISTING
DTA/ EHTP/ STP/BTP UNIT**

Note:

1. Please see Paras 6.01 (a), (b) and (c) of the Chapter 6 of the HBP.
 2. Please read the general instructions given in EOU scheme before filling this application and also some important guidelines given at the end of this application.
 3. The application may be sent electronically or otherwise. However the same will be treated as incomplete without the applicants own permanent e-mail and will not be considered.
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The application should be submitted to the Development Commissioner of the concerned Special Economic Zone (for setting up EOUs in 3 copies along with a crossed Demand Draft of Rs. 5,000/- drawn in favour of the Pay & Accounts Officer, Ministry of Commerce & Industry, Department of Commerce, payable at the Central Bank of India, Udyog Bhavan, New Delhi. (NO FEE SHALL BE CHARGED FOR RENEWAL/ EXTENSION OF LOP/ BROAD BANDING ETC.)

For Official Use only

Application No. _____

Date : _____

Date _____ Month _____ Year _____

Details of Bank Draft

Amount Rs. _____

Draft No. _____

Draft date _____

Drawn on _____
(Name of the Bank)

Payable at _____

Indicate (✓) Whether the Application Is For:

AUTOMATIC APPROVAL

Or

BOARD OF APPROVAL

Application for:

(i) Setting up of new Unit

(ii) Conversion of existing DTA unit into EOU

(iii) Conversion of Existing STP/EHTP to EOU

(In case of conversion, please attach fact sheet as per Annexure)

I. NAME AND ADDRESS OF THE
UNDERTAKING IN FULL (Block Letters)

Name of the Applicant Firm

Full Address

(Regd. Office in case of limited companies & Head Office for others)

Pin Code

Tel. No.

Fax No.

Permanent E-Mail Address

Web-Site, if any

Passport No., if any

Name of Bank with Address & A/c No.

Digital Signature

Income Tax PAN

IEC No., if any

The name and address of each
of the Director/Partner

II. NATURE OF THE APPLICANT FIRM:

[Please tick (✓) the appropriate entry]

Government Undertaking/Public Limited Company/Private Limited Company/
Proprietor ship/Partnership/Others (please specify)

Note:- Copy of certificate of incorporation along with Article of Association and Memorandum in case of companies and partnership deed in case of partnership firms may please be attached.

III. INDICATE WHETHER THIS PROPOSAL IS FOR

[Please tick (✓) the appropriate entry].

Establishment of a New Undertaking

- Manufacturing []
- Services []

Effecting Substantial Expansion

Manufacturing of New product

IV. (1) Location of the proposed undertaking

Full Address _____

Pin code _____

(2) ONLY FOR PROJECTS UNDER EOU SCHEME

(In case the unit is proposed to be located on leased premises, then lease should be obtained from Government or any undertaking / authority of Government. However in case lease is obtained from private parties, it shall have a validity period of five years from the date of LUT and the Development Commissioner shall satisfy himself of genuine nature of the lease.)

(a) Please indicate if the proposed location is in a Centrally Notified Backward Area [Please tick (✓) the appropriate entry].

No. _____ Yes _____ if yes, indicate category

(b) Indicate whether it is within 25 Kms from the periphery of the standard urban area limit of city having population above one million according to 1991 census.

Yes _____ No. _____

(c) Is it located in an Industrial Area/Estate designated/set up prior to issuance of Notification No. 477(E) dated 25th July, 1991.

Yes _____ No. _____

(d) If not, does it come under the category of non-polluting industries as notified by the Govt.

Yes _____ No. _____

V ITEM (S) OF MANUFACTURE/SERVICE: (Including By-product/Co-products)
(if necessary, additional sheets may be attached)

Items(s) Description	Capacity (Unit =)	Item Code (ITC HS code No) (Not required for service unit)
-----	-----	-----
-----	-----	-----
-----	-----	-----

V-A Intermediate Products, if any, which are to be taken out for job work abroad as part of production process.

Item(s) Description	Quantity	Item Code(ITC HS Code No.) (Not required for service unit)
-----	-----	-----
-----	-----	-----
-----	-----	-----

VI. PRODUCTION (In case of more than one item, supplementary sheets may be used)

	Quantity (Unit _____) (Not required for service unit)	(Value (In Rupees))
1st year	-----	-----
2nd year	-----	-----
3rd year	-----	-----
4th year	-----	-----
5th year	-----	-----

VII. Indigenous Requirement:

(Value in Rupee s)

- a) Capital Goods
- b) Raw material, components, consumables, packing material, fuel etc. during the period of 5 years

TOTAL: -----

VIII. FOB VALUE OF EXPORTS

(1 \$ = Rs.)

Rupees (lakhs)	US \$ (Thousand)
1st year	
2nd year	
3rd year	
4th year	
5th year	
Total:	

IX. INVESTMENT:

(RS. IN LAKHS)

- (a) Land _____
- (b) Building _____
- (c) Plant and Machinery _____
- (i) Indigenous _____
(US \$ Thousand)
- (ii) Import CIF value _____
- (iii) Total (i) + (ii) _____

(d) Details of source(s) of finance,
(both Indian as well as foreign)
for the above investments

X. WHETHER FOREIGN TECHNOLOGY AGREEMENT IS ENVISAGED
(Please tick () the appropriate entry)

Yes _____ No _____

- (I) Name and Address of foreign collaborator _____
- (ii) Terms of collaboration _____
(Rupees lakhs)

(Gross of Taxes)

- (a) Lumpsum payment _____
- (b) Design & Drawing fee _____
- (c) Payment to foreign technician _____
- (d) Royalty (on exports) _____ %
- (e) Royalty (on DTA sales if envisaged) _____
- (f) Duration of agreement _____ (No .of years)

XI. EQUITY INCLUDING FOREIGN INVESTMENT

- (i)
- | | (\$ Thousand) | (Rs.lakhs) |
|---------------------|---------------|------------|
| (a) Authorized | _____ | _____ |
| (b) Subscribed | _____ | _____ |
| (c) Paid up Capital | _____ | _____ |

Note: If it is an existing company, please give the break up of the existing and proposed capital structure

- (ii) Pattern of share holding in the paid-up capital (Amount in Rupees)

	(Rs. in lakhs)	(US \$ Thousand)
(a) Foreign holding	_____	_____
(b) Non Resident Indian company / Individual holding		
(i) Repatriable	_____	_____
(ii) Non-repatriable	_____	_____
(c) Resident holding	_____	_____
(d) Total (a+b (i+ii)+c) equity	_____	_____
(e) (iii) External commercial Borrowing	_____	_____

Foreign Exchange Balance sheet:

		1 st	2 nd	3 rd	4 th	5 th	(5 yrs) Total in Rs. Lakh	(5 Yrs) Total in US \$ Th.
XII.	FOB value of exports in first five years							
XIII.	Foreign Exchange outgo on							
(I)	Import of machinery							
(ii)	Import of raw materials and components							
(iii)	Import of spares and consumables							
(iv)	Repatriation of dividends and profits to foreign collaborators							
(v)	Royalty							
(vi)	Lump sum know-how							

	fee							
(vii)	Design and drawing fee							
(viii)	Payment of foreign technicians							
(ix)	Payment on training of Indian technicians abroad							
(x)	Commission on Export etc.							
(xi)	Foreign Travel							
(xii)	Amount of interest to be paid on external commercial borrowing/ deferred payment credit (specify details)							
(xiii)	Any other payments(specify details)							
	Total (i)to(xiii)							
	Net Foreign Exchange earnings in five years							

XIV. REJECTS (Only for EOU manufacturing units.)

Generation of Rejects/Sub-standard finished goods _____

 (percentage of 5 yrs production)

Goods (In case rejects are more than 5% estimated percentage with justification may be given _____

 Value (Rs. Lacs) _____
 (Qty.(Unit =) _____

XV. EMPLOYMENT

(All figures in number)

Existing _____ Proposed _____

a) Supervisory Men _____
Women _____

b) Non-supervisory Men _____
Women _____

XVI. NET FOREIGN EXCHANGE EARNING

Average NFE on FOB value of exports in _____
Block period, as per para 6.04 of FTP.

XVII. MARKETING

a) Whether marketing tie-up/Buy-back _____
envisaged/finalized (Attach documents, _____
if any) Yes No

b) Destination of exports (in percentage) G. C. A. R. P. A.
_____ _____
_____ _____

XVIII. OTHER INFORMATION

i) Any special features of the project proposal _____
which you want to highlight _____

(please attach the project report, for new units)

ii) (a) Whether the applicant has been issued any _____
Industrial license or LOI/LOP under EOU/ _____
STP/EHTP scheme if so, please _____
give full particulars especially reference number, _____
date of issue, items of manufacture and _____
progress of implementation of each project.

(b) Whether the applicant has submitted any _____
other application for LOI/LOP which is _____
pending with the Board of Approvals. _____
If so, please give particulars like reference _____
number, name under which application _____
made, items of manufacture etc.

iii) Whether the applicant or any of the _____
partners/Directors who are also partners _____
/Directors of another company or its _____
associate concerns are being proceeded

against or have been debarred from
getting any License/Letter of Intent/
Letter of Permission under the Export and
Import (Control) Act, 1947/Foreign Trade
(Development and Regulation) Act, 1992, as amended / FEMA /
CGST/SGST/UTGST/IGST Acts of 2017 / Custom/Central Excise Act.

Place : _____ Signature of the Applicant _____
Date : _____ Name in Block Letters _____
Designation _____
Official Seal/Stamp _____ Tel. No. _____
e-mail _____
Web-Site, if any _____
Full Residential Address _____

DECLARATION / UNDERTAKING

- 1 I/We hereby declare and certify that :
 - A. the entity for whom the application has been made have not been penalized under any of the following Acts (as amended from time to time):
 - (i) The Customs Act, 1962,
 - (ii) The Central Excise Act 1944,
 - (iii) Foreign Trade (Development & Regulation) Act 1992,
 - (iv) The Foreign Exchange Management Act, 1999, and
 - (v) Under the relevant provisions of GST /CGST/SGST / UTGST/IGST Acts of 2017
 - B. none of the Proprietor / Partner(s) / Director(s) / Karta / Trustee of the firm / company, as the case may be, is/are a Proprietor / Partner(s) / Director(s) / Karta / Trustee in any other firm / Company which is on the Denied Entity List (DEL) of DGFT;
 - C. neither the Registered Office / Head Office of the firm / company nor any of its Branch Office(s)/ Unit(s)/ Division(s) has been declared a defaulter and has otherwise been made ineligible for undertaking import / export under any of the provisions of the Policy;
 - D. we have not obtained nor applied for issuance of an Importer Exporter Code Number in the name of our Registered / Head Office or any of our Branch(s) / Units(s) / Division(s) to any other Licensing Authority
2. I/We undertake to abide by the provisions of the Foreign Trade (Development and Regulation) Act, 1992, as amended from time to time, the Rules and Orders framed there under, the Foreign Trade Policy, the Handbook of Procedures and the ITC (HS) Classification of Export & Import Items.
3. I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the concerned Development Commissioner. I/We fully understand that any Permission Letter granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false. An affidavit duly sworn in support of the above information is enclosed.
4. I/We fully understand that any information furnished in the application if found incorrect or false will render me/us liable for any penal action or other consequences as may be prescribed in law or otherwise warranted.
5. I/We hereby declare that the particulars and the statements made in this application are true and correct to the

best of my/our knowledge and belief and nothing has been concealed or held there from.

6 I hereby certify that I am authorized to verify and sign this declaration as per Paragraph 9.06 of the Policy

Place: _____	Signature of the Applicant _____
Date: _____	Name in Block Letters _____
Official _____	Designation _____
	Full Official address _____
Seal/Stamp _____	Tel. No. _____
	e-mail Address _____
	Web-Site _____
	Full Residential address _____
	Tel. No _____

SOME IMPORTANT GUIDELINES

1. Additional Information may be furnished by existing domestic units seeking conversion into the EOU Scheme as per annexure.
2. Normally raw material tie-ups are not insisted upon but this may be necessary in cases, such as granite/marble/sandstone products where availability of raw materials is contingent upon Government leases etc.
3. Normally lumpsum amount up to US \$ 2 Million and 8% royalty (net of taxes) as amended from time to time over a period of five years from the commencement of production is allowed as per the current EOU Scheme on account of foreign technology agreement as per the norms of Department of Industrial Policy and Promotion. In addition selling agency commission is permitted as per RBI norms.

ANNEXURE

PROFORMA TO BE FILLED IN BY THE EXISTING DTA UNITS SEEKING CONVERSION INTO THE EOU SCHEME

a)	Whether conversion of DTA Unit into the EOU has been sought for the full existing capacity of the unit or the proposal is for partial conversion.(Please give details of the existing capacity etc.)	
b)	Whether any expansion of the DTA unit proposed to be converted into EOU has been envisaged, if so the extent thereof.(Please give details of the existing capacity and the enhanced capacity etc).	
c)	What is the level of existing exports of the unit proposed to be converted into EOU. (Please give details of export performance item-wise for a minimum of three previous years)	
d)	Whether the DTA unit is already under obligation to export, under: i) Advance Licensing Scheme; ii) Import of machinery under EPCG scheme; iii) Any other Scheme. (Give all relevant details including total E.O. imposed, the E.O. discharged till date etc.)	
e)	Whether your unit is registered with the Customs/ Excise authorities and GST. (Please give details viz. Reg. No., date etc.)	
f)	Deleted.	
g)	Whether you are a merchant exporter or a manufacturer exporter.(Please give details)	
h)	What is the age(year of manufacture)and residual life of items/ machinery already installed in your unit, whether they are imported or indigenous.(Please attach separate sheets giving item-wise details with value of the new CG as well as existing value of machinery presently installed).	

Date _____

Signature _____

Name _____

Place _____

Address of the Applicant _____

ANF-6B

APPLICATION FOR EXTENSION OF LOP FOR EXPORT ORIENTED UNITS

(Please see Paras 6.05 (a) of FTP & Para 6.34 of HBP)

1. Name and Address of the unit.
2. Date of LOP granted and original period approved
3. Approved items of production.
4. Action taken for setting up of unit:
 - (a) Land acquisition
 - (b) Loan sanction : Amount , date & Name of Financial Institution
 - (c) Amount disbursed so far (Institution wise)
 - (d) Equipment available on site :
 - (i) Details of acquired Capital Goods (CG) imported with date and value
 - (ii) Details of acquired indigenous CG with date and value
 - (iii) Details of RM in stock and value (a) imported (b) indigenous
- Building construction:
 - (e) Date of execution of legal undertaking :
 - (f) Green card No. & period of its validity
 - (g) Deleted
 - (h) Date of Execution of B-17 bond
 - (j) Power Connection
 - (k) whether any SCN issued by local Customs/Central Excise Commissionerate :
 - (l) if yes, the details thereof :
 - (m) whether adjudicated or not :
 - (n) Total up to date Investment and item thereof:
 - (o) Details of Employment:
5. Likely date of commencement of production
6. Whether necessary permissions from state obtained (i.e. Pollution Control Board)
7. Details of all extensions given so far (along with the conditions mentioned therein) :
8. Reasons for non implementation so far:
9. Present request and reasons:
10. Proposed phasing of the project.
11. Specific Comments/categorical recommendation of the Development Commissioner

Place: _____

Signature of the Applicant _____

Date: _____

Name in Block Letters _____

Designation _____

Official Seal/Stamp _____

Full Official address _____

Tel. No. _____

e-mail Address _____

Web-Site _____

Full Residential address _____

TeLe No _____

ANF-6C

APPLICATION FOR DTA SALE / ADVANCE DTA SALE PERMISSION

(Please see Paras 6.08 and 6.09 of FTP)

**FOR THE PERIOD
(QUARTERLY / HALF YEARLY / ANNUAL)**

I. PROJECT DETAILS

1. Details of the unit

(i) Name & Address of the unit:

(ii) IEC No.

(iii) GSTN No.

2. LOI/LOP/IL No. & Date:

3.	Details of the products approved for manufacture and export in the LOP/LOI/IL	Item(s) of Manufacture/ Service	Present installed capacity
		1. 2. 3.	

4. Date of commencement of production:

II. DETAILS OF ADVANCE DTA SALE

5.	Details of advance DTA sale permitted, if any	Approval No. and Date	Particulars of products/ service permitted	Value
1.				
2.				
3.				
Total				

DETAILS OF DISPATCH UNDER PARA 6.08 (a),(d),(e)& (g) of the Chapter 6 of the Foreign Trade Policy

6.	Details of DTA sale effected (Please indicate the period)	Description of goods/service sold in DTA as DTA sale	Value
1.			

2.			
3.			
Total			

III. PRODUCTION DETAILS FOR THE APPLICATION PERIOD

Gross production

I.	Description of goods produced/manufactured/service	Total Production including rejects and waste/scrap	
		Quantity	Ex-factory value
1.			
2.			
Total			

IV. DETAILS OF PHYSICAL EXPORTS FOR THE APPLICATION PERIOD

	FOB value of Physical Exports	Value of rejected consignment, if any	Net FOB value of Physical Exports
1.			
2.			
3.			
Total			

V. NET FOREIGN EXCHANGE EARNINGS

NFE achieved on exports in the block period as per para 6.04 of FTP or less as applicable (Calculation Chart enclosed)

VI. PARTICULARS OF PROPOSED DTA SALE

Description of the items proposed to be sold in DTA	Value
1.	
2.	
3.	
Total	

DECLARATION

I/We hereby declare that the information given above is true and correct

Signature of the applicant

Name

Designation

Seal of the Company

CHARTERED ACCOUNTANT CERTIFICATE / COST ACCOUNTANT CERTIFICATE

We have checked and verified the figures mentioned above from the records and books of account of company and found them true and correct

Signature

Name

Membership No

Seal

CERTIFICATE BY JURISDICTIONAL CUSTOMS/CENTRAL EXCISE AUTHORITY

Verified from the records and found correct by Inspector / Supdt. Of Central Excise & Customs I/C of the factory

Signature

Name

Seal

Note: Each page may be verified and signed by the Chartered Accountant/Cost Accountant Certificate.

CALCULATION CHART (TO BE CERTIFIED BY A CHARTERED ACCOUNTANT/COST ACCOUNTANT SHOWING NFE ACHIEVED IN THE BLOCK PERIOD AS PER PARA 6.04 OF FTP OR LESS AS APPLICABLE

1. DETAILS OF EXPORTS

(Rs. in Lakhs)

i)	F.O.B. value of physical exports made in the block period as per para 6.04 of FTP or less as applicable	Rs.
ii)	Value of supplies made under para 6.09 of the Chapter 6 of the Foreign Trade Policy	Rs.
iii)	Total	Rs.

2. DETAILS OF CAPITAL GOODS INCLUDING DG SET AND OTHER OFFICE EQUIPMENTS IMPORTED IN THE BLOCK PERIOD AS PER PARA 6.04 OF FTP OR LESS AS APPLICABLE

(I) CIF VALUE OF IMPORTED CAPITAL GOODS (YEAR WISE) IN THE BLOCK PERIOD AS PER PARA 6.04 OF FTP OR LESS AS APPLICABLE					
Ist year	IInd year	IIIrd year	IVth	Vth year	Total

			year		

(II)VALUE OF IMPORTED CG PROCURED FROM ANOTHER EOU/SEZ UNIT OR FROM A LEASING COMPANY IN THE BLOCK PERIOD AS PER PARA 06.04 OF FTP OR LESS AS APPLICABLE					
Ist year	IInd year	IIIrd year	IVth year	Vth year	VIth year

3.	AMORTISED VALUE OF CAPITAL GOODS (Please see Note below for calculation)	Rs.

4.	DETAILS OF IMPORTED RAW MATERIAL	
(i)	Total CIF value of imported raw materials, consumables including POL products and components etc. in the block period as per para 6.04 of FTP or less applicable	Rs.
(ii)	Value of purchases made under Para 6.09 (b) & para 6.13 (a) & (c) of Chapter 6 of the Foreign Trade Policy in the block period as per para 6.04 of FTP or less applicable	Rs.
(iii)	Value of goods indicated at (i) & (ii) above held in stock or under process at the end of the relevant period	Rs.
(iv)	Value of raw materials etc. used in goods produced and cleared from the unit $\{(i) + (ii) - (iii)\}$	Rs.

5. Total value of indigenous raw materials, consumables Rs. _____ components etc, used in goods produced and cleared from the unit in the block period as per para 6.04 of FTP or less as applicable

6. OTHER OUTFLOW OF FOREIGN EXCHANGE IN THE BLOCK PERIOD AS PER PARA 6.04 OF FTP OR LESS AS APPLICABLE

(i)	Dividends	Rs.
(ii)	Profit	Rs.
(iii)	Technical know how fee	Rs.
(iv)	Royalty	Rs.
(v)	Commission	Rs.
(vi)	Foreign travel	Rs.
(vii)	Any other outflow in foreign exchange (Please indicate details)	Rs.
Total		Rs.

7. NFE ACHIEVED

A - B > 0

Where A = FOB value of exports

B = Sum total of value of imported inputs used. Proportionate (amortised) value of imported capital goods, technical know-how fee and other expenses made in foreign exchange

Note: The proportionate (amortized) value of imported capital goods and technical know-how fee shall be calculated as per the formula given in note (iii) of para 6.10 (d) of the Chapter 6 of the HBP.

Place: _____

Date: _____

Official

Seal/Stamp _____

Signature of the Applicant _____

Name in Block Letters _____

Designation _____

Full Official address _____

Tel. No. _____

e-mail Address _____

Web-Site _____

Full Residential address _____

Tel. No _____

ANF-6D

APPLICATION FOR EXIT FROM EOU / EHTP / STP / BTP SCHEME

(Please see Para 6.18 of FTP)

1. Name & Address of the unit:
2. LOI/LOP/IL No. & Date:
3. Items of manufacture/service:
4. Date of commencement of production:
5. Date of completion of last five year block period
6. Copies of CA certified APRs for the period / year after completion of last five year block including for the current year)
7. Whether as per APRs (as per Sl. No. 6) the unit is NFE positive (attach calculation sheet separately) YES / NO
8. Legal Undertaking in the proforma in **APPENDIX-6E** YES / NO
9. Original LOP and Green Card / RCMC attached with the application YES / NO
10. 'No Dues Certificate' from Jurisdictional Customs/Central Excise Authorities attached with the application YES / NO
11. Whether any pending foreign exchange Realization; if so, details thereof YES / NO
12. Whether any CST reimbursement has been : availed for the raw materials/finished goods lying in stock at the time of exit, if so, details thereof (based on FIFO method) YES / NO
13. In case of Gems and Jewellery unit whether gold and other precious metals, alloys, gems and other materials available for manufacture of Jewellery have been handed over to nominated agency. If so, proof of the same may be attached. YES / NO
14. In case of pending appeal against order imposing penalty under FT(D&R) Act, whether bank YES / NO

guarantee for penalty has been furnished.

DECLARATION

1. I/We undertake to abide by the provisions of the Foreign Trade (Development and Regulation) Act, 1992, as amended from time to time, the Rules and Orders framed there under, the Foreign Trade Policy, the Handbook of Procedures and the ITC (HS) Classification of Export & Import Items.
2. I/We fully understand that any information furnished in the application if found incorrect or false will render me/us liable for any penal action or other consequences as may be prescribed in law or otherwise warranted.
3. I/We hereby declare that the particulars and the statements made in this application are true and correct to the best of my/our knowledge and belief and nothing has been concealed or held there from.
4. I hereby certify that I am authorized to verify and sign this declaration as per Paragraph **9.06** of the Policy.

Signature of the applicant

Name

Designation

Telephone No.

Email id:

Seal of the Company

DECLARATION BY THE CHARTERED ACCOUNTANT

I certify that information furnished in respect of Sl. No. 12 & 13 is correct as per records maintained by the company.

Signature

Name

Membership No

Seal