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இறக்குமதி மற்றும் ஏற்றுமதி கட்டுப்பாடுத் திணைக்களம்
Department of Imports and Exports Control



REQUESTING PERMISSION FOR IMPORTATION OF RAW MATERIALS REQUIRED FOR LOCAL MARKETS
 ORIENTED PRODUCTS WHICH ARE STIPULATED IN THE GAZETTE NO. 2171/5 DATED APRIL 16, 2020

Serial No.
 (Office Use Only)

Applicant Details

01. Name of the Company
 (If Individual Name in full)

02. Nature of the Business

03. Business Registration No.
 (If Individual NIC or Passport No)

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04. Address

05. Telephone

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Mobile

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06. Fax

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07. E-mail

Bank Information

08. Name of the Bank

09. Branch Name

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10. Contact No.

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11. E-mail

Payment Terms

12. Payment Term for the Importation of raw material -

I. Credit Facility Yes No

II. If yes, Number of Days

Attachments

13. Please attach copies of the following documents

- Proforma Invoice
- Business Registration Certificate / Company Incorporation Certificate
- Company Information Article
- Form 20
- Purchase Orders (If available)

Item Information

14. Information of the Required Raw Materials

	Item	HS Code	Quantity	Unit (Kg/ etc.)	Value (/ Currency)	Country of Origin	Justification Write or Attach
01							
02							
03							

15. Details of **Imports** of the same raw-materials for the previous year.

	Item	HS Code	Quantity	Unit (Kg/ etc.)	Value (/ Currency)	Country of Origin
01						
02						
03						

Declaration

16. Declaration of the Importer

I declare that the above details provided by me are true and correct and assure that the above mentioned raw materials are critical to maintain the production of the company.

Hence, I kindly request you to grant the approval to import the items I have mentioned above.

17. Signature
(Digital Signature of the Authorized Officer of the Company/ Applicant)

18. Designation with official stamp

19. Date

Recommendation

Controller General
Department of Imports and Exports Control

Recommendation for Importation of Raw Materials Required for Local Market Oriented Products which are Stipulated in the Gazette No 2171/5 dated April 16, 2020

I hereby recommend to import the items mentioned below

	Item	HS Code	Quantity	Unit (Kg/ etc.)	Value (/ Currency)	Country of Origin
01						
02						
03						

Signature

(Secretary of the Head of the Government Agency)

Name of the Government Agency

Date