

ANNEXURE-IV
CLAIM APPLICATION FOR COIR BOARD EXTERNAL MARKET DEVELOPMENT
ASSISTANCE FOR PARTICIPATION IN FAIRS/EXHIBITIONS ABROAD

01	Name of the firm with full address	
02	Coir Board Acknowledgement letter No. and date	
03	EH/TH/STH/SSTH Certificate	No. _____ Date _____ Valid from _____ to _____ (Please attach self-certified copy of the certificate issued by DGFT).
04	Whether SSI? Whether the Industrial Unit registered with the Coir Board under R&L Rules 1958	Yes/No Yes/No (if yes, attach a self-certified copy of SSI/Coir Board Registration Certificate)
05	F.O.B. value of exports of coir and coir products in the previous financial year	Rs. in Crores Year _____
06	In the case of Enterprises/Exporters (Furnish the total investment in plant and Machinery (Attach a certificate for the investment from a Chartered Accountant))	(Rs. in lakhs) 1. Micro Enterprises/Exporters..... 2. Small Enterprises/Exporters..... 3. Medium Enterprises/Exporters.....
07	Particulars of fair/exhibition.	Name : Place : Organised by: Duration of Fair from..... to
08	Particulars of actual freight charges paid for the participation of the event (attach proof of expenditure incurred)	Rs. _____
09	Date of actual departure from India.	Date _____ (Please attach photocopy of passport duly highlighting date of departure).
10	Date of actual arrival in India after completing the event.	Date _____ (Please attach photocopy of passport duly highlighting date of arrival)
11	Name & Designation of person who attended the fair/exhibition.	
12	Whether Women / SC / ST /or belongs to North Eastern Region (attach documentary evidence such as Community Certificate/Nativity Certificate as the case may be)	
13	No. of proposals already submitted in same financial year.	Fair participation Place of visit Dt. a. USA : b. European Countries: c. Other countries :

14	Whether traveled by Air India?	Yes/No _____ (If no, indicate the name of Airline by which traveled)
15	Whether participate through Coir Board/ITPO/FIEO	Yes/No
16	Whether the organisation has been charged/prosecuted/debarred/blacklisted under investigation under Export and Import Policy of India or by Coir Board or any other law framed by the Govt. of India relating to export and import business?	Yes/No
17	Whether assistance availed from other Govt. bodies EPCs/Commodity Boards/ Authorities etc. for the activity under reference?	Yes/No (If yes, please give full details)
18	Expenditure incurred a) Actual airfare by cheapest b) Actual expenditure incurred on space Rent c) Actual freight charges paid	Rs. _____ Rs. _____ Rs. _____ (Please attach original air ticket/jacket used during the journey alongwith self-certified photocopies of receipt, bank advice etc. for payment towards space rent and proof of freight charges)
19	Amount claimed	1. Space rent Rs. _____ 2. Airfare Rs. _____ 3. Freight charges Rs. _____
20	Whether any other financial assistance has been received for the same purpose, if so details of amount received	

Declaration

I solemnly declare that the particulars given in the above statement are correct. I also undertake that any financial assistance granted to us/the company on the basis of this declaration shall be liable to be refunded to Government, if at any time, any information furnished in this application/declaration is found to be wrong, or incorrect or misleading and I do hereby bind myself and the company to pay to the Coir Board. by demand draft/pay order drawn on a nationalised bank, a sum equal to the amount claimed as MDA in respect of above mentioned activity within 7 days of demand made on me/company in writing by Coir Board who shall be entitled to make the said demand on me/the company.

Signature:

Place:

Designation

Date :

(Office Seal)