

**ANNEXURE –III**  
**CLAIM APPLICATION FOR COIR BOARD EXTERNAL MARKET DEVELOPMENT**  
**ASSISTANCE BUYER-SELLER MEET/TRADE DELEGATION ABROAD**

01	Name of the firm with full address	
02	Coir Board Acknowledgement Letter No. and date	
03	Number of year of Registration as an Enterprise (attach copy of Coir Board/IE registration)	
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 .....
06	In the case of Enterprises/Exporters (Furnish the total investment in Plant and Machinery (attach a certificate for the investment from a Chartered Account )	(Rs. in lakhs) 1. Micro Enterprises/Exporters..... 2. Small Enterprises/Exporters..... 3. Medium Enterprises/Exporters.....
07	Name of the countries visited with duration of stay in each country.	Country                      Days                      From                      To
08	Particulars of Buyer Seller Meet/Trade Delegation	
09	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)
10	Date of actual departure from India	Date _____  (Please attach photocopy of passport duly highlighting date of departure).
11	Date of actual arrival in India after completing the event.	Date _____  (Please attach photocopy of passport duly highlighting date of arrival)
12	Name & Designation of person gone on tour abroad	
13	Whether Women / SC / ST /or belongs to North Eastern Region	
14	Whether the applicant has been charged/prosecuted/debarred/blacklisted under investigation under Foreign trade Policy of India or by the Coir Board or any other law framed by the Govt. of India relating to export and import business?	Yes/No

15	Details of Buyer Seller Meet/Trade delegation through other EPC/Commodity Board/Authority etc. undertaken (1) during the year and (2)during the previous year.																	
16	No. of proposals already submitted in the same financial year.	<table border="0"> <tr> <td></td> <td>Participation</td> <td>Place</td> <td>Dt.</td> </tr> <tr> <td>a. USA</td> <td>: .....</td> <td>.....</td> <td></td> </tr> <tr> <td>b. European Union Countries</td> <td>: .....</td> <td>.....</td> <td></td> </tr> <tr> <td>c. Other countries</td> <td>: .....</td> <td>.....</td> <td></td> </tr> </table>		Participation	Place	Dt.	a. USA	: .....	.....		b. European Union Countries	: .....	.....		c. Other countries	: .....	.....	
	Participation	Place	Dt.															
a. USA	: .....	.....																
b. European Union Countries	: .....	.....																
c. Other countries	: .....	.....																
17	Whether traveled by Air India?	Yes/No _____ (If no, indicate the name of Airline by which traveled)																
18	Actual expenditure on airfare (the cheapest airfare)	Rs. _____ (Please attach original air ticket jacket used during the journey)																
19	Actual Freight charge paid (Furnish the proof of expenditures incurred)	Rs. _____																
20	Amount claimed:	1. Space rent Rs. _____ 2. Airfare Rs. _____ 3. Freight Rs. _____																
21	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 etc. 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.

Place:  
Date :

Signature:  
Name \_\_\_\_\_

Designation & Seal \_\_\_\_\_