Export – Selling Goods Abroad

• Meaning: Sending goods from India to another country.

Steps:

1. Get export order.

2. Prepare goods as per buyer’s specifications.

3. Arrange required licenses (DGFT, IEC).

4. Complete export documentation (invoice, packing list, shipping bill).

5. Ship via sea, air, or courier.

6. Receive payment in foreign currency.

Import – Buying Goods from Abroad

• Meaning: Bringing goods or services into India from another country.

Steps:

1. Find a reliable foreign supplier.

2. Get necessary import licenses (IEC).

3. Place order & arrange payment terms (LC, TT).

4. Goods shipped to your port.

5. Clear customs, pay import duties/taxes.

6. Transport goods to your location.

**Export of Services – Selling Services Abroad**

Meaning:

When a Indian service provider offers services to a client in another country, and payment is received in foreign currency.

Examples:

* IT/software development for a US client.
* Online consulting for a UK company.
* Design, legal, or accounting work for overseas firms.

Key Points:

* Payment usually via wire transfer, PayPal, or through an authorized bank.
* Must comply with RBI & FEMA regulations.
* Requires SOFTEX forms (for IT services) or GST export classification.

Benefit: Earn foreign exchange without shipping physical goods.

**Import of Services – Buying Services from Abroad**

Meaning:

When you hire a service provider located outside India to deliver services to you.

Examples:

* Hiring a Uk-based designer for your website.
* Paying for foreign software subscriptions (SaaS).
* Consulting from an overseas expert.

Key Points:

* May require paying IGST under Reverse Charge Mechanism (India).
* Payment made in foreign currency through authorized banking channels-AD-BANK.
* Ensure contracts clearly define deliverables and compliance with local law.

**🎬**

**30-Second Reel Script – “Import Process in India: Goods & Services”**

[0:00–0:03]

🎙 “Importing goods or services into India

[0:04–0:08]

🎥 DGFT logo + IEC on screen

🎙 “Step 1 – Get an IEC from DGFT. Even service importers need it for certain transactions.”

[0:09–0:13]

🎥 Split screen – shipping docs on one side, service contract on other

🎙 “Step 2 – Goods need docs like Bill of Entry, Invoice, B/L; services need contracts & invoices.”

[0:14–0:18]

🎥 Customs inspection (goods) + computer payment screen (services)

🎙 “Step 3 – Goods clear Customs & pay duties; services pay iGST under reverse charge, if applicable.”

[0:19–0:24]

🎥 Regulatory logos (FSSAI, BIS, RBI)

🎙 “Step 4 – Follow regulatory rules: RBI for forex, FSSAI/BIS/PQ for goods.”

[0:25–0:30]

🎥 Smooth cargo delivery + happy businessperson on laptop

🎙 “Do it right – avoid delays, penalties, and keep records for 5 years!”

**📹**

**5-Minute YouTube Video – “Import Process in India: Goods & Services”**

Intro (0:00–0:30)

* Title: “Whether it’s a container from China or software from the US — here’s how imports into India really work.”
* Mention difference between goods & services imports.

Part 1 – Departments Involved & Their Roles (0:30–1:30)

* DGFT – Issues IEC, manages import policy.
* Customs (CBIC) – Goods clearance, duty assessment.
* RBI – Oversees forex under FEMA, monitors import payments.
* Sector regulators – FSSAI (food), BIS (standards), PQ/AQ (agriculture/livestock), DCGI (drugs).
* Port/Airport Authorities – Cargo handling & release.

Part 2 – Import Documents (1:30–2:30)

For Goods:

* Bill of Entry, Commercial Invoice, Packing List, Bill of Lading/AWB, Insurance, Certificate of Origin.
* Licenses/Approvals (if restricted), Regulatory Certificates (FSSAI, BIS, PQ).

For Services:

* Service Contract/Agreement, Commercial Invoice from overseas supplier, proof of payment.
* GST payment challan (if reverse charge applies), Form 15CA/CB (for remittance).

Part 3 – Import Process Steps (2:30–3:50)

Goods:

1. IEC registration.
2. Check DGFT import policy & HS code.
3. Sign purchase order/contract.
4. Shipment by supplier.
5. File Bill of Entry via ICEGATE.
6. Customs duty & IGST payment.
7. Regulatory clearances.
8. Release order & delivery.

Services:

1. IEC (if applicable).
2. Verify service category in GST law.
3. Sign service contract.
4. Remit payment via bank under FEMA.
5. Pay GST under reverse charge if applicable.
6. Maintain records for audits.

Part 4 – Do’s & Don’ts (3:50–4:50)

Do’s:

* Check policy, HS/SAC codes, and duties/taxes before contracting.
* Use licensed customs brokers for goods.
* Keep all invoices, shipping docs, and remittance proofs for 5 years.

Don’ts:

* Don’t understate value or misdeclare goods/services.
* Don’t ignore licensing requirements for restricted goods/services.
* Don’t delay duty/GST payment — it leads to penalties & demurrage.

Outro (4:50–5:00)

* Call to action: “Plan, document, comply — and your imports will sail smoothly, whether they arrive in a container or in your inbox.”