



**RESERVE BANK OF INDIA**  
**Foreign Exchange Department**  
**Central Office**  
**Mumbai - 400 001**

**RBI/2008-09/421**

**A. P. (DIR Series) Circular No. 60**

**March 26, 2009**

To,

All Category – I Authorised Dealer Banks

Madam / Sir,

**On-line downloading of GR Forms**

Attention of Authorised Dealer Category – I banks is invited to Regulation 3 of [Notification No. FEMA/23](#) dated 3rd May 2000 [Foreign Exchange Management (Export of Goods and Services) Regulations, 2000] as amended from time to time, in terms of which every exporter of goods or software in physical form or through any other form, either directly or indirectly, to any place outside India, other than Nepal and Bhutan, shall furnish to the specified authority, a declaration in one of the forms set out in the Schedule thereto.

2. At present, GR Forms [to be completed in duplicate for export otherwise than by Post including export of software in physical form i.e. magnetic tapes / discs and paper media] can be obtained by the exporters from the Regional Offices of the Reserve Bank at the cost of Re. 1. As part of simplifying the procedures, it has been decided to make the GR Forms available on-line on the Reserve Bank's website [www.rbi.org.in](http://www.rbi.org.in). Accordingly, the exporters have the option to use the GR Forms available on-line as well. While downloading the GR-Forms, the exporter may ensure to use 'Legal' size paper i.e. 8.5 \* 14 inches. Further, both the printer (printing preference) and the paper size in the page setup option have to be set to legal size before printing. The GR number will be automatically allotted when the document goes to the print queue.

3. The exporters will continue to have the facility of purchasing the GR Forms from the Regional Offices of the Reserve Bank, as hitherto. However, this facility would be phased out within a period of one year.

4. AD Category - I banks may bring the contents of this circular to the notice of their constituents and customers concerned.

5. The directions contained in this circular have been issued under sections 10(4) and 11(1) of the Foreign Exchange Management Act, 1999 (42 of 1999) and is without prejudice to permissions / approvals, if any, required under any other law.

Yours faithfully,

**-sd/-**

**(D. Mishra)**

**Chief General Manager**