

- **Follow the Steps to Renew for the RCMC online (www.gjepc.org)**

RCMC RENEWAL

1. Go to www.gjepc.org
2. Use your existing login & password or in case of forgot password click on the forgot password link. You will get link with new password in your e-mail.
- 3 My GJEPC Dashboard will get displayed after login
- 1 Click on '[MEMBERSHIP & RCMC](#)'
- 2 Print Acknowledgments
- 3 Print for Registration cum Membership Certificate ([Information Form](#))

Following documents attached Renewal Registration Cum Membership Certificate (RCMC)

- 1 *Registration application duly filled in and signed by authorised person. (Information Form)*
- 2 *A certified true copy of Importer Exporter Code No. issued by the concerned authority.*
- 3 *Original Registration Certificate. (RCMC)*
- 4 *Covering letter.*

GENERAL TIPS

1. It is recommended to use Mozilla Firefox 4.0 or IE - 7 for speed and smoothness while using GJEPC website.
2. In case of any technical problems faced while filling up the information after getting user name and password, please send the same to **membership@gjepcindia.com** with the nature of query. An online helpdesk will also be available for queries

Membership Department
26544705/707/708