

Ref: GJC/101/M&R/RNW/2014-15/0019

26th March, 2015

To,

All Associate Members/Ordinary Members of the Council

Sub: Renewal of Membership for the financial year 2015 - 2016

Dear Member,

You are requested to note that as per the provisions of the Council's Memorandum & Articles of Association, your membership with the Council for the Financial Year 2015-16 is due for renewal on or before 30th April, 2015.

Similar to previous years, the online software will enable the members to submit their application for renewal of membership for the year 2015-16 through the Council's website www.gjepc.org.

The Membership fees for the year 2015-16 is payable according to the export performance of 2014-15. The details of the Membership fees effective from 1st April 2015 and the guidelines for membership renewal are provided in **ANNEXURE-1 and ANNEXURE-2**.

The procedure for payment of membership fees by Cheque / DD remains the same as followed in previous years i.e. fees to be paid in the bank indicated on the challan which will be available on the website through your dashboard. The existing members of the Council can use their username and password provided earlier to login in the Membership Section on www.gjepc.org.

Further, Council will be providing facility for online payment of the membership fees through your membership dashboard. Convenience charge of 2% plus Service Tax will be applicable on the Membership Fees if members choose the payment gateway option.

It may be noted that the membership will be issued only after the payment is cleared in the bank and not on the basis of date of challan for Cheque deposited in bank.

Members are also requested to note that since January 2015 Council has implemented facility of online printing of Membership Certificate. Once the membership is issued by Council the digitally signed membership certificate will be available for printing and you may take the print out of the same from your My GJEPC dashboard by login on www.gjepc.org.

The Members are further requested to renew their memberships on or before 30th April, 2015 to continue to avail the concessions in KP processing fees and smooth and unhindered services pertaining to the Exhibitions & other facilities extended by the Council to its members.

Annexure 5

The Gem & Jewellery Export Promotion Council

रत्न तथा आभूषण निर्यात संवर्धन परिषद

मुख्य कार्यालय: टॉवर-ए, ओडब्ल्यू-1010, जी.ब्लॉक, भारत डायमंड बोर्स, बान्द्रा-कुर्ला कॉम्प्लैक्स, बान्द्रा (पूर्व), मुंबई - 400 051. (भारत)
Head Office: Tower-A, AW-1010, G Block, Bharat Diamond Bourse, Bandra-Kurla Complex, Bandra (East) Mumbai - 400 051. (India)

फोन / Tel.: 91-22-2654 4600 फॅक्स / Fax: 91-22-2652 47 64

ई-मेल / E-mail: gjepc@vsnl.com / ho@gjepcindia.com वेबसाइट / Website: <http://www.gjepc.org>
CIN : U99100MH1966GAP013486

In accordance to the directions of the Ministry of Commerce & Industry (MoC&I), New Delhi and decision of the Committee of Administration (CoA) of the Council, please note that a new Panel has been created which will be known as the "**Silver Jewellery Panel**", for the membership registration with GJEPC.

As such, the members at their discretion can amend/change their Panel representation. The change of panel will be subject to receipt of written request by the Member. The request form is available on individual membership dash board on GJEPC website.

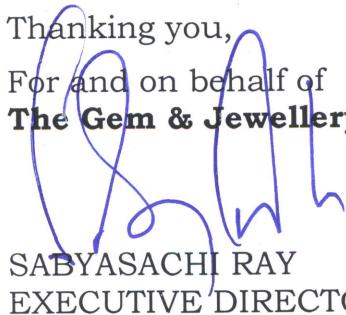
The Export declaration part in payment challan has provision to indicate item wise data of export in the preceding years.

GJEPC is also issuing membership ID Card for all its members. The circular in this regard which was already sent to all members by e-mailer is also attached for ready reference (**Annexure 3**). Members are requested to avail of such facility available now with the Council.

For queries if any, please feel free to contact the Membership department of the Council on 022-26544705/707/708 or by e-mail at membership@gjepcindia.com.

Thanking you,

For and on behalf of
The Gem & Jewellery Export Promotion Council



SABYASACHI RAY
EXECUTIVE DIRECTOR

Encl: As above



The Gem & Jewellery Export Promotion Council
रत्न तथा आभूषण नियांत संवर्धन परिषद

मुख्य कार्यालय: टॉवर-आ, अडब्ल्यू-1010, जी.ब्लॉक, भारत डायमंड बोर्स, बान्द्रा-कुर्ला कॉम्प्लैक्स, बान्द्रा (पूर्व), मुंबई - 400 051. (भारत)
Head Office: Tower-A, AW-1010, G Block, Bharat Diamond Bourse, Bandra-Kurla Complex, Bandra (East) Mumbai - 400 051. (India)

फोन / Tel.: 91-22-2654 4600 फॉक्स / Fax: 91-22-2652 47 64

ई-मेल / E-mail: gjepc@vsnl.com / ho@gjepcindia.com वेबसाइट / Website: <http://www.gjepc.org>
CIN : U99100MH1966GAP013486

ANNEXURE - 1

Membership Fees for the FY 2015-16.

- 1. Membership fee:** Membership fees for the year 2015-16 is payable according to the export performance of the entity during 2014-15, along with a self-declaration of item wise imports & exports in the challan.
- 2. Service Tax:** As applicable.
- 3. Following subscription is payable by you for renewal of your Associate Membership/ Ordinary Membership for the year 2015-16:**

Export Performance of Gem & Jewellery during the year 2014 – 15	Membership fee for 2015-16
	Rs.
Export Upto Rs. 25 Lakhs	6000
Export above Rs. 25 lakhs & upto Rs. 1 Crore	10000
Export above Rs.1 Crore & upto Rs. 5 Crore	15000
Export above Rs. 5 Crore & upto Rs. 15 Crore	30000
Export above Rs.15 Crore & upto Rs. 50 Crore	40000
Export above Rs.50 Crore & upto Rs. 100 Crore	65000
Export above Rs.100 Crore & upto Rs. 500 Crore	100000
Export above Rs.500 Crore & up to Rs 1000 Crore	150000
Export above Rs. 1000 Crore	200000

Admission fee payable in case of new membership / late renewal is Rs 5,000+ Service Tax.

- 4. Outstanding payment:** It may be further noted that any and all outstanding payment(s) from a member towards the Council, in the immediate preceding year will be seriously viewed while renewing the membership of the concerned entity for the financial year 2015-16, unless justified to the satisfaction of the Council.

In this context, please be informed that payments towards the Council shall be deemed to be outstanding, if the same is due and payable to the Council and is outstanding for more than 3 (three) months from the date of Invoice raised by the Council and the Council's decision in this behalf shall be deemed to be final, if no discrepancy/dispute with respect to such invoiced amount was brought to the Council's notice within 30 (thirty) days from the date of every such invoice.

- 5. Group of Companies:** It is very imperative for the Members to note that it will be required to renew membership for each of its entities under its group companies, failing which, the membership shall be deemed to be valid for only that particular entity which has renewed its membership and whose name reflects on the membership renewal form and the receipt challans. For the avoidance of doubt, the relevant facilities of the Council shall be extended only to those members whose name reflects on the

Membership Renewal Form, Fees challan, Membership Certificate and the Registration cum membership certificate (RCMC) issued by the Council. Thus, it is pertinent that each entity under a group should renew its members pursuant to the terms specified herein.

6. Non-submission of Renewal application: In the absence of renewal of membership, the firm will **NOT** be permitted to enjoy various privileges offered by the Council pursuant to the Article 11.1 & 11.2 of Memorandum & Articles of Association and such activities & facilities open for participation to the Council Members as under:

- Participation in any event/ exhibitions in India/abroad;
 - Participation in Delegations;
 - Participation in Buyer Seller Meets;
 - Nomination for Annual Awards;
 - Receipt of Solitaire International, Ideal Cut & Circulars;
 - Attending Seminars & Workshops;
 - Recommendation letter for visa;
 - Permissions for participating in foreign exhibitions, Export Promotion Tours, Display of Branded jewellery abroad etc.

GENERAL RULES & REGULATIONS

1. CLAUSES OF MEMORANDUM & ARTICLES OF ASSOCIATION REGARDING MEMBERSHIP RULES

3. CATEGORIES OF MEMBERS, AND ELIGIBILITY FOR MEMBERSHIP

3.1 Categories of members of the council

The Council shall have the following categories of members, namely:

- (a) Associate Members;
 - (b) Ordinary Members

3.2 Associate Member

A person shall be eligible for admission to the Council as an Associate Member, on receiving the Import-Export Code Number from the Director General of Foreign Trade, Government of India, in respect of the product with which the Council is concerned.

3.3 Ordinary Membership

In order to be eligible for ordinary membership of the Council, a person must satisfy the following requirements, namely:

- (a) He, or the entity represented by him, must have been an Associate Member of the Council for at least three years.

(b) He, or the entity represented by him, must have, to his or its credit, during the three financial years immediately preceding,

(c) Average exports in respect of the product, of not less than the amount mentioned below:

(i) Small scale industries	Rs. 10 lakhs
(ii) Others	Rs. 25 lakhs

8. DISQUALIFICATIONS FOR MEMBERSHIP OF COUNCIL

8.1 Disqualification

11.2 Associate Members

Without prejudice to any other rights conferred on Associate Members by the Memorandum of Association, of the Council, such members shall have the following rights and privileges namely;

- (a) right to receive the annual report of the Committee, on payment of the prescribed fee;
- (b) right to receive publications of the Council, on the prescribed conditions;
- (c) right to use all such facilities* as may be made available from time to time, on the prescribed conditions.

* Facilities such as

- Participation in any event/ exhibitions in India/abroad;
- Participation in Delegations;
- Participation in Buyer Seller Meets;
- Nomination for Annual Awards;
- Receipt of Solitaire International, Ideal Cut & Circulars;
- Attending Seminars & Workshops;
- Recommendation letter for visa;
- Permissions for participating in foreign exhibitions, Export Promotion Tours, Display

ANNEXURE - 2

Procedure for remittance of Membership Fee for renewal

1. Members are requested to follow the guidelines given below carefully in their own interest and in case of any difficulty you may contact the Council immediately.
2. The payment challan duly stamped and receipted by the Bank at the address mentioned on the Challan shall be submitted to the Council's office.
3. Members located in Mumbai are required to make the payment at the following branches of ICICI Bank only.
ICICI Bank Ltd , Tower E , Ground Floor , BDB Complex , G Block , BKC Bandra (East) Mumbai 400051. OR ICICI Bank Ltd Opera House Branch, Dr. D B Marg, Mumbai 400004.
4. **The membership will be issued only after the payment is credited to the bank account of the Council and not on the basis of date of challan for Cheque/DD/PO deposited in bank. If the Cheque is dishonored or returned by bank then the membership will be invalid with immediate effect and the Member(s) will be liable to pay to GJEPC the applicable bank charges for such dishonour.**
5. In case any member requires membership certificate urgently they should make the payment of membership subscription by demand draft or pay order in favor of The Gem & Jewellery Export Promotion Council in the concerned bank. (Please write your company's name and contact no on back side of the DD/Pay Order).
6. The challan can be printed from the website in triplicate, and should be submitted along with the membership fees at the Bank as mentioned above.
7. The copy received from the BANK after payment can also be sent by e-mail to Council. However kindly mention the Membership Number in the subject line for ready reference.
8. Members are requested to keep one photocopy of the Challan for their own record.
9. Payment Challan must be completed fully without leaving any column blank.
10. Declaration of exports/imports incorporated in the body of the challan itself should be signed by the proprietor/partner/ director as the case may be, under the stamp of the firm and submitted without fail. Every such self declaration shall be construed to be true & valid by the Council and thus relied upon for dissemination under an order of the Govt. authority or like body. The Members explicitly agrees to indemnify and keep the Council indemnified, safe and harmless from and against any and all third party claims arising out of such dissemination of the declaration or the declared quantum of export/import, if the same turns out to be untrue and /or is the subject matter of the indemnification.
11. Membership fee is required to be paid on the basis of f.o.b. value of export of gem and Jewellery items during the year 2014-15 (i.e. from 1-4-2014 to 31-3-2015, both days inclusive) as shown in the Annexure1
12. The members can send payment challan endorsed by the Bank by E-mail, Courier or by hand delivery to the Council's office located in their respective region at the address mentioned in **Annexure 3**.
13. The format for change of panel request is available on your membership dashboard on GJEPC website. Take the printout on your letter head and submit the same to GJEPC.

ANNEXURE - 3

Ref: GJC/Membercard/2014-15/0019

26th March, 2015

To,
All Members of the Council

Sub: Issuance of GJEPC Photo ID card to Members.

Dear Member,

This is in continuation to our earlier letter dated 28th January 2015 on the above subject.

We wish to inform you that Council is in process of issuing GJEPC Photo ID card to its Members.

The GJEPC Photo ID card will be valid upto 31st March every year and will be renewed subject to the renewal of membership and will contain name of the partner /director /proprietor, firm's name & address, date of issue membership no. and ID no. of card.

It may be noted that only one membership card will be issued to a person even if he/she is partner /proprietor/ director in more then one firm.

In the 2nd phase GJEPC membership card will be linked with the visitor's participation in IIJS and Signature and members do not have to submit documents again for visitor badges for partner /director/proprietor.

Members are requested to send a latest scanned color photograph along with copy of valid Id proof {Pan Card, Driving license, Passport, Aadhar card (any one)} on the below given e-mail address.

For more information please contact GJEPC Membership card team at 91-22-40203670 and member.card@gjepcindia.com.

Thanking you,
Yours truly,

Sabyasachi Ray
Executive Director



The Gem & Jewellery Export Promotion Council

रत्न तथा आभूषण निर्यात संवर्धन परिषद

मुख्य कार्यालय: टॉवर-ए, अडब्ल्यू-1010, जी.ब्लॉक, भारत डायमंड बोर्स, बान्द्रा-कुर्ला कॉम्प्लैक्स, बान्द्रा (पूर्व), मुंबई - 400 051. (भारत)
Head Office: Tower-A, AW-1010, G Block, Bharat Diamond Bourse, Bandra-Kurla Complex, Bandra (East) Mumbai - 400 051. (India)

फोन / Tel.: 91-22-2654 4600 फॉक्स / Fax: 91-22-2652 47 64

ई-मेल / E-mail: gjepc@vsnl.com / ho@gjepcindia.com वेबसाइट / Website: <http://www.gjepc.org>

CIN : U99100MH1966GAP013486

ANNEXURE - 4

LIST OF COUNCIL'S REGIONAL OFFICES

Chennai The Gem & Jewellery Export Promotion Council Ankur Plaza III Floor, 113 (Old No 52) G.N. Chetty Road, T. Nagar Chennai - 17. Tel : 0091-44-2815 5180 Fax : 0091-44-2815 4526 Email: chennai@gjepcindia.com Contact: Shri R. Surya Narayanan, Asst. Director	New Delhi The Gem & Jewellery Export Promotion Council F 17-18, Flatted Factories Complex, Jhandewalan, New Delhi - 110 055. Tel : 011 - 46266900, 46266920 to 926 Fax : 011 - 23675274 Email : delhi@gjepcindia.com Contact: Shri Tarun Ray, Assistant Director
Jaipur The Gem & Jewellery Export Promotion Council Rajasthan Chamber Bhawan, 3rd Floor, Mirza Ismail Road, Jaipur - 302 003. Tel : 0091-141-256 8029 / 257 4074 Fax : 0091-141-256 7921 / 257 4078 Email : jaipur@gjepcindia.com Contact : Shri Sanjay Singh, Regional Director	Kolkata The Gem & Jewellery Export Promotion Council Vanijya Bhavan, 6th Flr, Left Wing, 1/1, Wood Street, Kolkata: 700 016. Tel : 0091-33-2282 3630 / 2282 3629 Fax : 0091-33-2282 3629 Email: kolkata@gjepcindia.com Contact : Shri Shantanu Rajguru, Regional Director
Surat The Gem & Jewellery Export Promotion Council 401-A, International Commerce Centre, Near Kadiwala School, Ring Road, Surat - 395002 Tel : 0091-261-2209000 Fax : 0091-261-2209040 Email : surat@gjepcindia.com Contact: Ms . Jilpa Sheth, Asst. Director	Mumbai The Gem & Jewellery Export Promotion Council Office No. AW 1010, Tower A, G Block, Bharat Diamond Bourse, G Block, Bandra-Kurla Complex, Bandra - East, Mumbai - 400051 Tel: 91 - 22 - 26544600, Fax: 91 - 22 - 26524764 Email: membership@gjepcindia.com Contact: Shri M. S. Pandey, Head Membership