

Date:

Signature of applicant

Annexure-II

List of documents required to be submitted along with the application for grant of new Customs Broker Licence:

(i) Undertaking on stamp paper of Rs. 500/- duly notarized in respect of following:

- (a) he is a citizen of India
- (b) he is a person of sound mind
- (c) he is not adjudicated as insolvent
- (d) he has neither been convicted by a competent court for an offence nor any criminal proceeding is pending against him in any court of law
- (e) he has not been penalised for any offence under the Customs Act 1962, the Central Excise Act, 1944 and the Finance Act, 1994.

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(ii) Certificate issued by Government Civil Surgeon stating that the applicant is a person of sound mind. - madam -

(iii) Certificate issued by the competent authority in respect of retired Group 'A' officers stating that he is having a minimum of ten years experience in Group 'A' service for those who have qualified under Regulation 8 of CHALR, 2004. NA

(iv) Bank solvency certificate for Rs. 5,00,000/- issued by a Scheduled Bank / Certificate issued by Tehsildar stating that the applicant is in possession of assets of value of not less than Five Lakh Rupees.

(v) A bond in Form 'D' and a surety bond in Form 'E' for due observance of Regulations under CBLR, 2013.

(vi) A Bank Guarantee, Postal Security or National Savings Certificate in the name of the Commissioner of Customs for an amount of Rs 5,00,000/- for carrying out the business as a Custom Broker as per Regulation 8 of CBLR, 2013.

(vii) Customs Broker Licence fee of Rs 5,000/- paid in TR-6 Challan as per Regulation 7 of CBLR, 2013.

(viii) Booklet fee of Rs 100/- paid in TR-6 Challan.

(ix) Result of the written & oral examination held under Regulation 9 of CHALR 1984 or Regulation 8 of CHALR, 2004.

(x) Educational qualification certificate/s

(xi) Certificate regarding computer knowledge

(xii) Passport / Voters ID / Driving Licence/ Aadhar Card as residence proof.

(xiii) PAN card of the proprietorship concern / partnership firm / company

(xiv) Lease/Sale agreements, landline telephone/electricity bill as proof of office premises from where the business will be transacted.

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- Delhi*
- (xv) Registration certificate of office premises issued under Shops and Establishment Act, 1948.
- Delhi*
- (xvi) Certificate of incorporation, Memorandum & Articles of Association in case of company
- Delhi*
- (xvii) Registration certificate & Partnership deed in case of partnership firm.
- Delhi*
- (xviii) Power of Attorney to the Regulation 9/ Regulation 8 qualified person(s) who will transact business
- Delhi*
- (xix) Proof of resignation from the CHA Firm where the applicant is presently working under Regulation 15(1) of CBLR, 2013.

[Signature]

Note:

- X* (i) All the Xerox copies of the documents should be duly attested by Gazetted Officer.
- (ii) If the applicant furnishes postal security or National Savings Certificates, the same shall be pledged in the name of the Commissioner of Customs and the applicant shall get the benefit of the interest accruing on it. *FN*