



# EXPORT PROMOTION COUNCIL FOR HANDICRAFTS

CIN U20299DL 1986NPL023253

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**Ref. No.: EPCH-4/4(XXV)/2024-AWARD**

**March 8, 2024**

**REGISTERED POST /EMAIL**

Available on website – www.epch.in

To,

ALL MEMBER EXPORTERS

**SUBJECT: APPLICATION FOR HANDICRAFTS EXPORT AWARDS FOR THE YEAR 2021-22**

Dear Sir/Madam,

The Export Promotion Council for Handicrafts invites applications for Handicrafts Export Awards for the year 2021-2022.

The awards are to be presented to the handicrafts exporters on the basis of their handicrafts export performance during 2021-2022. The Categories of Awards are mentioned in the **Annexure 'A'**. The **Conditions and Criteria** for Export Awards is enclosed at **Annexure 'B'**.

The interested member exporters may apply as per prescribed Proforma enclosed at **Annexure 'C' & 'D'** alongwith all the requisite information and documents to the Council latest by **15<sup>th</sup> April 2024**. Before submission of application, members are requested to please carefully read the details of Conditions & Criteria as enclosed at **Annexure 'B'**. Please note incomplete application or without support of necessary Documents / Certificates / Declaration will not be considered. The applications may please be sent under Registered Post or can be delivered in the Council's office at New Delhi.

Please specify on the envelop "**Application for Handicrafts Export Award for 2021-2022**".

Best regards,

Yours faithfully,

**(R.K.VERMA)**

EXECUTIVE DIRECTOR

**Encl.:-** Annexures- A, B, C & D (**Application form with categories of award and Conditions and Criteria**)

**N.B. :-** A member can apply for more than one category of Export Award. Please submit separate applications for each category of award.

## **Categories of Items for Export Awards**

(Please read with conditions and criteria at Annexure-B)

### **1. Top Export Award All Handicrafts - Trophy (One)**

Top Export Award for All Handicrafts on the basis of best export performance of all Handicrafts items during the year 2021-2022.

### **2. Award for Art Metalwares:**

One Trophy for Art Metalwares and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category. (Please refer condition / criteria No.11 for Export Award at Annexure-B).

### **3. Award for EPNS Handicrafts:**

One Trophy for EPNS Handicrafts and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category.

### **4. Award for Woodwares:**

One Trophy for Woodwares and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category. (Please refer condition/criteria no. 14 for Export Award at Annexure 'B')

### **5. Award for Handicrafts of Zari:**

One Trophy for Handicrafts of Zari (excluding Zari items covered under the category of India Items) and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category. (Please refer condition / criteria No.15 for Export Award at Annexure-'B').

### **6. Award for Handicrafts of Lace, Laces & Embroidery:**

One Trophy for Handicrafts of Lace, Laces & Embroidery (excluding Lace, Laces & Embroidery items covered under category India Items) and One Merit Award on the basis of export performance during the years 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category. (Please refer condition / criteria No.16 for Export Award at Annexure-'B').

#### **7. Award for Fashion Jewellery:**

One Trophy for Handicrafts of Fashion Jewellery and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category. (Please refer condition/criteria No.17 for export Award at Annexure -'B')

#### **8. Award for Handicrafts of Marble, Alabaster and Crafted stones (Stone Artware) :**

One Trophy for Handicrafts of Marble, Alabaster & Crafted stones (Stone Artwares) and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category. (Please refer condition / criteria No. 18 for export Award at Annexure – 'B')

#### **9. Award for Handicrafts of Papier Machie:**

One Trophy for Papier Machie products and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category.

#### **10. Award for Iron Crafts:**

One Trophy for Iron Handicrafts and One merit award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category. (Please refer condition/criteria No.19 for Export Award at Annexure-'B').

#### **11. Award of Jute Handicrafts:**

One Trophy for Jute Handicrafts and One merit award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category.

#### **12. Award for Glass Artware:**

One Trophy for Glass Artware and One merit award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category.

#### **13. Award for Ceramics Artware:**

One Trophy for Ceramics and One merit award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category.

#### **14. Award for Aluminium Artware:**

One Trophy for Aluminium Artware and One merit award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category.

**15. Award for Aggarbatties as Handicrafts:**

One Trophy and One Merit Award on the basis of export performance of Aggarbatties under handicrafts during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category.

**16. Award for Handicrafts of Hand Made Paper:**

One trophy and one merit award Certificates on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category.

**17. Award for Handicrafts of Leather:**

One trophy and one merit award Certificates on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022) under this category. (Please refer condition / criteria No. 20 for Export Award at Annexure 'B').

**18. Award for Handmade Shawls as Artware (including scarfs and stoles):**

One Trophy for Handmade Shawls as Artware and One merit award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category.

**19. Award for Miscellaneous Crafts:**

Any item not included in above categories will be considered as "Miscellaneous Crafts" (Items covered from categories 2 to 18 will not be covered under this category in any form). Under this category One Trophy for Miscellaneous Handicrafts and One Merit Award on the basis of export performance during the year 2021-2022. One Merit Award for Excellent Growth of the exports under the same category on the basis of export performance of the last three years (2019-2020, 2020-2021 and 2021-2022), under this category. (Please refer condition / criteria No. 21 for Export Award at Annexure-'B').

**20. Award for Women Entrepreneur (Regional):**

One Trophy on the basis of export performance during the year 2021-2022 based on export performance of the last 3 years (2019-2020, 2020-2021 and 2021-2022) for Seven regions be awarded provided their offices in that region for last 3 years and they are member of council for last 3 years. (Please refer condition / criteria No. 22 for Export Award at Annexure-'B').

<b>Western Region</b>	:	Goa, Gujrat, Maharashtra, Chattisgarh, Dadar & Nagar Haveli
<b>Northern Region</b>	:	Punjab, Haryana, Himachal Pradesh, Jammu & Kashmir, Delhi and Chandigarh.
<b>Central Region</b>	:	Uttar Pradesh, Bihar, Jharkhand & Uttarakhand.
<b>Southern Region</b>	:	Tamil Nadu, Karnataka, Kerala, Puducherry, Andhra Pradesh & Lakshwadeep
<b>Eastern Region</b>	:	West Bengal, Odisha, Andaman & Nicobar.
<b>North Eastern Region:</b>		Tripura, Manipur, Meghalaya, Nagaland, Assam, Mizoram, Arunachal Pradesh & Sikkim.
<b>North Western Region:</b>		Rajasthan & Madhya Pradesh

**21. Export Awards (Regional) (Seven Merit Awards)**

Regional Export Awards for Handicrafts on the basis of export performance of handicrafts during the year 2021-2022 based on export performance of the last 3 years (2019-2020, 2020-2021 and 2021-2022) amongst the members of each region (Seven regions). One Export Award to each region. The territories of each Region are as under:-

- Western Region** : Goa, Gujrat, Maharashtra, Chattisgarh, Dadar & Nagar Haveli
- Northern Region** : Punjab, Haryana, Himachal Pradesh, Jammu & Kashmir, Delhi
- Central Region** : Uttar Pradesh, Bihar, Jharkhand & Uttarakhand.
- Southern Region** : Tamil Nadu, Karnataka, Kerala, Puducherry, Andhra Pradesh, & Lakshwadeep
- Eastern Region** : West Bengal, Odisha, Andaman & Nicobar.
- North Eastern Region:** Tripura, Manipur, Meghalaya, Nagaland, Assam, Mizoram, Arunachal Pradesh & Sikkim.
- North Western Region:** Rajasthan & Madhya Pradesh

The member exporters who have established office in the respective region for the last three years shall be eligible for submission of application (Please refer Conditions / Criteria No.6 of Export Award Annexure 'B')

**Platinum Performer Certificate:**

'Hat-Trick Trophy' winner will not be eligible for 'Top Export Award Trophy' in the same product category in subsequent (next 3 years). However, the 'Hat-Trick Trophy' winners in these subsequent years can submit the application in the same product category. If their export performance is still highest than the application considered for the 'Top Export Award Trophy' in the same category, their application will be considered for '**Platinum Performer Certificate**' to recognize their excellence in 2021-2022. (Please refer condition / criteria No. 23 for Export Award at Annexure-'B').

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**CONDITIONS / CRITERIA FOR EXPORT AWARDS**

The following is the criteria for consideration of Export Awards:

1. The Applicant should be a member of the Council.
2. The applicant should have no dues / outstanding payment regarding membership or otherwise with the Council.
3. The applicant should not be blacklisted by any of the Government Authorities or Export Promotion Agencies etc.
4. Only one Award under the category be given viz. under a category of "Award for Artmetalwares" or so, an applicant if receives a Trophy will not be eligible for Merit Award or Award for Excellent Export Growth, under the same category. However, the applicant will be eligible to receive awards under any other category. The applicant selected for Top Export Award (All Handicrafts) will not be considered for Regional Export Award and other product categories of Export Award. Also trophy winners of product categories awards listed 2 to 21 will not be considered for Regional Export Awards.
5. The export figures should be duly supported with statement of exports of handicrafts (in each category of Export awards) for the last 3 Years i.e. (2019-2020, 2020-2021 and 2021-2022) (April-March) duly certified by Chartered Accountant on his letterhead. Three years export performance is to be submitted in all the cases even if it is an application for Trophy / Merit Award or Award for Excellent Export Growth. The export figures have to be only F.O.B. Mumbai / Kolkata / Chennai or any other port in India. The signature, Membership No. of the Chartered Accountant should be specifically mentioned on the statement of Export Performance. The export performance duly certified by Chartered Accountant on C.A. letterhead in original be submitted alongwith application for Export Award. Please note:-
  - i) The date of bill of lading constitutes date of shipment.
  - ii) In case of shipment sent on FOB basis, the proceeds realised by bank will be FOB value.
  - iii) In case of shipment sent by C&F. The proceeds realised by bank less actual Ocean freight will be FOB value for C&F.
  - iv) In case of shipment sent by CIF. The proceeds realised by bank less actual freight (Air / Sea) and actual insurance will be FOB value.
6. For Regional Awards, the applicant should have established office in the respective Region for the last three years and date of establishment of office should be mentioned in application.
7. Applicants **should mention the category of award for which application is submitted**. A member can also apply for more than one categories of award (**Please submit separate application for each category of Award**). The break up of the item-wise export should also be given by the applicant in the Export performance Certificate. The Certificate should clearly mention that export performance of category under which application is submitted viz. "Top Export Award", "Export Award (Regional)", "Award for Art Metalwares" or "Award for ..... or so. (specify category)

However, there is no need to write about application for Trophy, Merit or Excellent Growth which is to be decided on the basis of export performance under the respective category.

8. Applicants having minimum export performance of Rs.100 Lakhs in 2019-2020, and above Rs.100 Lakhs export performance in 2020-2021, 2021-2022 will be considered for **“Certificate for Excellent Export Growth”** under product category of Art Metalware, Woodware, EPNS Ware, Glassware, Iron crafts and Aluminium ware but for other product category except Leather Handicrafts applicants having minimum export performance of Rs. 50 lakh in 2019-2020 and above Rs. 50 lakh export performance in 2020-2021 and 2021-2022 will be considered for “Certificate of Excellent Export Growth” and for Leather Handicrafts category the minimum export performance should be Rs.30 lakh and above in 2019-2020 and also in 2020-2021 and 2021-2022. Similarly for Handicrafts of Zari, Lace, Laces & Embroidery, Handicrafts of Fashion Jewellery, Ceramic Artware and handicrafts of handmade paper minimum export performance of Rs. 25 lakh in 2019-2020 and above Rs. 25 lakh export performance and above in 2020-2021, 2021-2022 will be considered for “Certificate of Excellence Export Growth”. Applicants, those do not have consistent growth in export performance in last three years 2019-2020, 2020-2021 and 2021-2022 will not be considered for certificate for “Excellent Export Growth”. The negative performance in any of the last three years will dis-qualify the applicant for the eligibility under “Certificate for Excellent Export Growth”.
9. Applicants having export performance in last 3 years i.e. 2019-2020, 2020-2021 and 2021-2022. ‘NIL’ performance in any of years will not be considered for award.
10. The aggregate exports of handicrafts would not cover Hand-knotted Woolen Carpets, Gem & Jewellery or any product other than handicrafts.
11. In case of Art Metalware, Chartered Accountant certificate should clearly indicate that **“The Export Performance submitted for this award is does not include Hardware builders or otherwise, EPNS ware / Nickle Silver Plated Brass, Iron Crafts and items so called utensils etc.”** (The Certificate should not include EPNS wares, Brass Builders Hardware, Utensils, Iron craft, Aluminium or any such allied item).
12. The export award be given on the basis of only last year's export performance except in case of Excellent Export Growth award but statement of export of last 3 years be attached in the cases 'NIL' exports be also mentioned.
13. In case of excellent export growth, the export performance of last three years be taken into consideration for calculating the consistent export growth on year to year basis for last 3 years Export Growth.
14. In case of award for **Woodware**, CA certificate should clearly certify that **“The Export Performance submitted for this award is predominantly of wooden handicrafts”**.
15. In case of award for **handicrafts of Zari** certified export performance clearly indicate that **“The Export Performance submitted for this award is does not includes “India Items” Traditional Folklore Handicrafts Textiles Products covered under INDO-EEC, INDO-USA Bilateral Textiles Agreement Austria, Finland, Norway & Canada.”**
16. In case of award for **Lace, Laces & Embroidery** - certified export performance clearly indicate that **“The Export Performance submitted for this award is does not includes “India Items” Traditional Folklore Handicrafts Textiles Products covered under INDO-EEC, INDO-USA Bilateral Textiles Agreement, Austria, Finland, Norway & Canada.”**
17. In case of award for **“Fashion Jewellery”** export performance certificate must clearly indicate that **“The Export Performance submitted for this award is does not include Silver and Gold Jewellery by weight and value and does not cover under Gems & Jewellery Export Promotion Council”**.
18. In case of award for **Handicrafts of Marble, Alabaster & Crafted stones (Stone Artwares)** export performance certificate must clearly indicate that **“The Export Performance submitted for this award is does not include Granite Tiles and its products”**.



19. In case of **Iron Crafts**, Chartered Accountant certificate should clearly indicate that "**The Export Performance submitted for this award is Iron handicrafts or Iron Artware, Iron Furniture as Artware be covered as handicrafts only if shipped as Handicrafts or Artware under "Harmonised code of Handicrafts" and same is reflected in EP copies**". The certification to this effect will be provided by Chartered Accountant after proper verification of EP copies.
20. In case of award for "**Handicrafts of Leather**" certified export performance must clearly indicate that "**The Export Performance submitted for this award is does not include in export performance covered under Leather Export Promotion Council**".
21. **Miscellaneous Crafts** - Applicant under this category should furnish declaration duly certified by Chartered accountant or their banker that the "**items covered under the category are the items other than Art Metalware, EPNS wares, Woodwares, Handicrafts of Zari, Lace, Laces & Embroidery, Fashion Jewellery, Handicrafts of Marble, Alabaster & Crafted Stones, Papier Machie, Iron Crafts, Jute products, Glass Artware, Ceramics Artware, Aluminium Artware, Aggarbaties, Handmade paper, Handicrafts of Leather, Handmade Shawls as Artware. Miscellaneous Crafts are the items which are pre-dominant by the value other than the categories listed from 2 to18.**"
22. To encourage **Women Entrepreneur** from seven regions, the application of women entrepreneur having their office in that region for last 3 years and also registered with EPCH atleast 3 years shall be considered. The applications under this category should be certify by the Chartered Accountant. Certificate should clearly indicate that the "**Export performance is only for Handicrafts items and company is registered with EPCH for last three years and wholly owned by women entrepreneur(s) only i.e. Proprietor / all Partners and all Directors are women**". The award will be given on the basis of export performance of 2021-2022 provided applicants have 3 years export performance 2019-2020, 2020-2021 and 2021-2022.

The applicant **should have established office in the respective Region for the last three years** and date of establishment of office should be mentioned in application.

23. To recognize the repeat award winners about their repetitive success for a particular product category and their achievements as the highest performer, the organization who has been continuously awarded a Trophy for a particular product category of award in last three consecutive years i.e. (2018-2019, 2019-2020 & 2020-2021) will be considered for a special award in the 4<sup>th</sup> year i.e. "**Hat trick**" for the year 2021-2022 provided their export performance is once again the highest amongst all applicants during 2021-2022 in that particular product category. The Hat-Trick Award Winner will provide a gap of 3 years to encourage other members and shall be eligible for submission of application of Top Export Award only after a gap of 3 years for the same product category. The member can submit their application for other product categories.

'Hat-Trick Trophy' winner will not be eligible for 'Top Export Award Trophy' in the same product category in subsequent (next 3 years). However, the 'Hat-Trick Trophy' winners in these subsequent years can submit the application in the same product category. If their export performance is still highest than the application considered for the 'Top Export Award Trophy' in the same category, their application will be considered for '**Platinum Performer Certificate**' to recognize their excellence in 2021-2022. This condition/criteria is applicable only to product categories awards, not to the Top Export Award for All Handicrafts.

24. The Award Committee will have right to ask the applicant to produce the shipping bills or other documentary evidences or other records for their satisfaction. In case of any wrong declaration regarding export performance or otherwise by applicant, the membership of the firm is liable to be cancelled besides cancellation of Award presented, if any.
25. The decision taken by the Award Committee will be final and binding for the applicants.

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**CHECK LIST FOR SUBMISSION OF APPLICATION FOR HANDICRAFTS EXPORT AWARD 2021-2022**  
**(ONLY FOR GUIDANCE)**

During the scrutiny of application for Handicrafts Export Award in the previous years, the common discrepancies which are given in the checklist were observed. Applicant for the year 2021-2022 can check their application before submission of their application for Handicrafts Export Award.

1. The last date for submission of application to the Council's Office should be strictly adhered.
2. Please submit separate application for each category and also specify the category of Award on your application viz. "Top Export Award " "Export Award (Regional)", "Award for Art Metalwares" or "Award for ..... or so. (specify category)
3. For Regional Award, please write date of establishment of your Office in the respective Region.
4. **Declaration about non-black listing** on company letter head. (**ANNEXURE-D**)
5. The export performance of a particular product (for which application is being sent for award) should be separately certified by Chartered Accountant.
6. Export performance should be on FOB value basis. The EP value should be in Rupees( in Lakh)
7. Please specify **HS CODES in certified copy issued by Chartered Accountant for export performance for the category of award applied**
8. Export performance for last three years i.e. (2019-2020, 2020-2021 and 2021-2022) duly **certified by Chartered Accountant on their letterhead (C.A.) alongwith UDIN number, membership number of Chartered Accountant, seal / stamp and signature to be submitted in original.**
9. While export performance certified by Chartered Accountant, please note following declaration for Handicrafts product categories is essential, CA should also certified in this certificate declaration desired in product category. Please refer the condition/criteria as of product category:

i)	Application for award of Art Metalware	Please certify declaration as stated in condition/criteria No. 11 (Annexure-B)
ii)	Application for award of Woodwares	Please certify declaration as stated in condition/criteria No. 14 (Annexure-B)
iii)	Application for award of Handicrafts of Zari	Please certify declaration as stated in condition/criteria No. 15 (Annexure-B)
iv)	Application for award of Handicrafts of Lace, Laces & Embroidery	Please certify declaration as stated in condition/criteria No. 16 (Annexure-B)
v)	Application for award of Fashion Jewellery	Please certify declaration as stated in condition/criteria No. 17 (Annexure-B)
vi)	Application for award of Marble & Alabaster crafted stone	Please certify declaration as stated in condition/criteria No. 18 (Annexure-B)
vii)	Application for award of Iron Craft	Please certify declaration as stated in condition/criteria No. 19 (Annexure-B)
viii)	Application for award of Handicrafts of Leather	Please certify declaration as stated in condition/criteria No. 20 (Annexure-B)
ix)	Application for award of Miscellaneous Crafts	Please certify declaration as stated in condition/criteria No. 21 (Annexure-B)
x)	Application for award of Women Entrepreneur (Regional)	Please certify declaration as stated in condition/criteria No. 22 (Annexure-B)

Specimen statement of export performance (only for guidance) is as follows:-

*ON LETTER HEAD OF CHARTERED ACCOUNTANT*

**STATEMENT OF EXPORT PERFORMANCE**

This is to Certify that M/s..... has exported the following items of handicrafts and FOB value of exports of handicrafts is as follows :-

ITEMS OF EXPORTS (Please refer categories of Items for export award)	FOB - EXPORT IN RS. LAKH		
	2019-2020	2020-2021	2021-2022
<b>AWARD CATEGORY:</b>			
<b>PRODUCTS :-</b>			

→ **\*Declaration :** ..... ( Refer to the CONDITION CRITERIA AT Annexure 'B') .....

We ..... (Name of CA) certify that the export made by M/s ..... (Name of applicant) shown above has been checked with books, furnished by them and found correct.

For .....

Signature .....

UDIN NO.....

CA Membership No. ....

(Rubber stamp )

**Note: Please specify the HS Code of Product for the category of award applied**

**== I M P O R T A N T ==**

**\*Declaration :** Please incorporate a declaration here in this certificate if you are submitting your application for Export Award for the following items

- |                                       |   |
|---------------------------------------|---|
| i) Art Metalwares                     | : Please refer Condition/Criteria No.11 |
| ii) Woodwares                         | : Please refer Condition/Criteria No 14 |
| iii) Zari Handicrafts                 | : Please refer Condition/Criteria No.15 |
| iv) Lace, Laces & Embroidery          | : Please refer Condition/Criteria No.16 |
| v) Fashion Jewellery                  | : Please refer Condition/Criteria No.17 |
| vi) Marble, Alabaster & crafted stone | : Please refer Condition/Criteria No.18 |
| vii) Iron artwares                    | : Please refer Condition/Criteria No.19 |
| vii) Handicrafts of Leather           | : Please refer Condition/Criteria No.20 |
| ix) Miscellaneous Crafts              | : Please refer Condition/Criteria No.21 |
| x) Women Entrepreneur                 | : Please refer Condition/Criteria No.22 |

**NB: The check list is only illustrative for guidance purpose and the discrepancies if any other than listed above will be scrutinized at the time of examination of the application on case to case basis.**

(To be submitted on letter head of applicant)

## PROFORMA FOR EXPORT AWARD 2021-2022

ANNEXURE 'C'

Application for the Category : \_\_\_\_\_  
( Please specify the category\* of Export Award for which applied )

1. Name and Full Address of Firm		
Telephone		
Mobile		
Email		
Contact Person		
2. Council's membership No.	EPCH/MEM/	
3. IEC No. (Importer Exporter Code issued by DGFT).		
4. Status of organization	<input type="checkbox"/> Proprietor <input type="checkbox"/> HUF <input type="checkbox"/> Partnership <input type="checkbox"/> State Corpn. <input type="checkbox"/> Association <input type="checkbox"/> Public or Pvt. Ltd <input type="checkbox"/> Co-operative society	
5. Year of Establishment		
6. Name of Proprietor/Partners/Directors/ Karta ( Enclose a list of Partners / Directors duly certified by applicant)		
7. Is the firm declared black listed by any Govt. Agencies (Please enclose a declaration)		
8. Is the firm recognized Export House / Trading House		
9. Export performance (Enclose a certificate of handicrafts items duly certified by the Chartered Accountant / Banker with Categorywise* (Itemwise) breakup of export)	Year	Amount ( in Rs. FOB )
	2019-2020	
	2020-2021	
	2021-2022	
10. Item of Export		
11. HS Codes of Export items		

\*Please Specify HS Code in Export Performance Certificate Certified by Chartered Accountant for the Category Of Award Applied.

Particulars given by me/us are correct to the best of my/our knowledge. I/we further declare that our membership is liable to be cancelled in the event of wrong declaration about export performance of handicrafts / other factor given by us.

Signature : \_\_\_\_\_  
Name of Person: \_\_\_\_\_  
Name of Firm : \_\_\_\_\_  
Seal of firm : \_\_\_\_\_

Date : \_\_\_\_\_  
Place: \_\_\_\_\_

- NB:
- \*Category of Award: Please refer **Annexure 'A'**
  - Condition / Criteria: Please refer **Annexure 'B'**
  - Declaration about Non- black listing by any Govt. Agencies: Please refer **Annexure 'D'**
  - Please submit separate application for each category of Award
  - Please submit each application in separate envelop.

***(Self- Declaration on Company Letter Head)***

This is certified that \_\_\_\_\_ (company name) not be blacklisted by any of the Government Authorities or Export Promotion Agencies etc.

Date: \_\_\_\_\_  
Place: \_\_\_\_\_

Signature : \_\_\_\_\_  
Name of Person: \_\_\_\_\_  
Name of Firm : \_\_\_\_\_  
Seal of firm : \_\_\_\_\_