**India Trade Promotion Organisation**

**Business Information Centre**

**Membership Form**

1. Name of the Business Entity :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Chief Executive

1. Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b)Designation: ­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Mailing Address (a) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Code : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b) Phone (s) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Country Code Area Code Phone No.

(c) Fax No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(d) E-mail : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(e) Website URL [http://\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](http://_________________________________________________________/)

(f) Principal Bank Reference: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(g) Year of Establishment : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(h) PAN Card No. of the Business Entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Type of Business

1. Manufacturer ( )

2. Exporter (i) Manufacturer Exporter ( )

(ii) Merchant Exporter ( )

1. Export House (EH)
2. Star Export House (SEH)
3. Trading House (TH)
4. Star Trading House (STH)
5. Premier Trading House (PTH)

(iii) (a) Export Oriented Unit (EOU) ( )

(b) Unit located in SEZ/AEZ/EHTP/STP/

BTP ( )

(c) Exporter of Services ( )

5. Manufacturer- Status: Small ( ) Medium ( ) Large ( )

6. Ownership: Proprietorship Firm ( ) Partnership Firm ( )

Pvt. Ltd. Company ( ) Public Limited Company ( )

State Enterprise ( ) Other (if any), please specify\_\_\_\_\_\_\_\_

**Please attach Certificate of Registration as the business entity in the above category.**

Please attach the documents: 1. Manufacturer- Registration with Directorate of

Industries.

1. Exporter- (i) IEC Code

(ii) Registration Certificate relating SEZ/EPC/FIEO/STP

(iii) Certificate of being Status

Holder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Annual Exports (in Rs. Lakhs):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Product (s) Description

(a) Product (s) being Manufactured: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b) Items of Export with HS Code (6 digits):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(c) Items of Import with HS Code (6 digits):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. Exporting Countries:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. Payment Details:

DD No. \_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount \_\_\_\_\_\_\_\_\_\_\_\_ Issuing Bank \_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Seal \_\_\_\_\_\_\_\_\_\_\_

**Membership Charges:** Rs. 2809/- (Rs. 2500/- as Membership fee + Rs. 309/- as Service Tax @ 12.36%) per year from the month of enrolment.

**Services to Members:**

(i) Access to www.tradeportalofindia.org

(ii) Access to ITPO’s online weekly Indian Export Bulletin

containing following information

· Trade Enquiries received across the globe

· Information on ITPO’s trade promotion

activities, Trade Fairs and Exhibitions organized by ITPO.

· Overseas Market Information

· Overseas Tender Information

(iii) Attending to trade enquiries both across the desk

and by post.

(iv) Access to ITC Trade Map containing import/export trade

statistics of countries across the globe of all products as

per HS Classification.

3. Links to various trade related organizations

4. Interactive global importers / exporters /

wholesalers / distributors manufacturers / agents – directory,

searchable by product and country (connectivity to KOMPASS) through

[www.tradeportalofindia.org](http://www.tradeportalofindia.org)

Please send Demand Draft of the requisite amount favouring India Trade Promotion Organisation, New Delhi along with duly filled in application form to:

Mrs. Hema Maity, Sr. Manager

Business Information Centre (Hall No. 19)

Trade Information, Research & Policy Department

India Trade Promotion Organisation

Pragati Maidan, New Delhi-110001

Tel: + 91-11-23378817/23371819

Fax: + 91-11-23378463

E-mail: hemamaity@itpo-online.com