



NO.TIRP/BIC/TPM/2017-18

Dear Sir/Madam,

India Trade Promotion Organisation (ITPO) is a premier trade promotion agency of Government of India under the Department of Commerce. As part of its efforts to promote trade, ITPO launched a technically advanced trade portal: www.tradeportalofindia.org as a one-stop point for dissemination of trade information to the trade and industry.

To avail of the facilities and services offered by ITPO through its Trade Portal, we invite you to enroll with ITPO, as a Member. On becoming a member, your company would be able to access live trade enquiries and other information available in the Business Trade Portal. The membership of ITPO shall be mandatory for companies/institutions for participation in the trade fairs and exhibitions - both domestic and overseas organised by ITPO.

The Members will be provided with a login ID and a password, which will enable them to access the following information:-

- Interactive global directories of importers/exporters/wholesalers/distributors/manufacturers/agents searchable by product and country (connectivity to KOMPASS) through www.tradeportalofindia.org
- Indian Export Bulletin which inter alia includes:-
 - Trade Enquiries
 - Information on ITPO's trade promotion activities, Trade Fairs and Exhibitions organized by ITPO in India, abroad and third party fairs in Pragati Maidan, New Delhi
 - Overseas Market Information
 - Overseas Tender Information
- Links to various trade related organizations
- Access to ITC Trade Map containing import/export trade statistics of countries across the globe for all products as per HS Classification.

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In order to enroll your company/institution with ITPO as a member, kindly send us the enclosed Membership Application Form duly filled in along with a Demand Draft for an amount of **Rs.3,540/- (Rs. 3,000/- as membership fee and Rs540/- as GST @ 18%)** in case of individual company and membership fee for Institutions/Chambers of Commerce, EPCs, TPOs, Ministries, Federation is **Rs. 8,850 (Rupees 7,500 as membership fee and Rs 1,350/- GST @ 18%)**. The Demand Draft/Pay Order should be drawn in favour of '**India Trade Promotion Organisation**' payable at **New Delhi**. For any further information or clarification(s), please contact the undersigned at India Trade Promotion Organisation, Pragati Bhawan, Pragati Maidan, New Delhi - 110 001, Tel : 011 - 23378929/23371673 or by e-mail: jd@itpo.gov.in Fax : 011-23378463.

Thanking you,

Yours faithfully,



(Jayanta Das)
General Manager
Trade Information, Relations &
Policy Division



INDIA TRADE PROMOTION ORGANISATION

(TIR&P Division)

Membership Application Form

1.	Company/Institution Name	
2.	Chief Executive Name/designation	
	Contact Person Name/designation	
3.	Address (mailing)	
	City / State	
	Postal Code	
4.	Phones (s) landline (with area code)	
	Mobile	
	e.mail	
	Website	
5.	Year of Establishment	
6.	PAN Card of Company	
7.	IEC Code No.	
8.	Principal Bank Reference	

9. **Type of Business**

(i) **Manufacturer** ()

(ii) **Exporter:**

(a) **Manufacturer Exporter** ()

(b) **Merchant Exporter** ()

STATUS CATEGORY	Export Performance FOB/FOR (as converted) Value [in US\$ million] during current and previous two years	Please tick (_/)
One Star Export House	3	
Two Star Export Houser	25	
Three Star Export House	100	
Four Star Export House	500	
Five Star Export House	2000	

- (iii) (a) **Export Oriented Unit (EOU)** ()
(b) **Unit located in SEZ/AEZ/EHTP/STP/BTP** ()
(c) **Exporter of Services** ()

10. Manufacturer Status: Micro () Small () Medium () Large ()
11. Ownership: Proprietorship Firm () Partnership Firm ()
- Pvt. Ltd. Company () Public Limited Company ()
- State Enterprise () Other (if any), please specify _____

Please attach following documents, as applicable:

1. Manufacturer - Registration with Directorate of Industries.
2. Exporter- (i) IEC Code
- (ii) Registration Certificate relating SEZ/EPC/FIEO/STP
- (iii) Certificate of incorporation of company/institution

12. Annual Exports (in Rs. Lakhs): _____

13. Product (s) Description

- (a) Product (s) being exported/manufactured: _____
- (b) Items of Export with HS Code (6 digits) : _____
- (c) Items of Import with HS Code (6 digits) : _____

14. Exporting Countries: _____

15. The ITPO's bank details are as follows:

Name of the Beneficiary	India Trade Promotion Organisation
Name of the Bank	Central Bank of India
Branch Address	Pragati Maidan, New Delhi
Account No.	1167404133
Type of Account	Saving
IFSC Code	CBIN 0284078
MICR Code	110016150
PAN No.	AAATI2955C

16. Payment Details:

DD No. /UTR No.	
Date	
Amount	
Issuing Bank	

Name and Signature _____

Company Seal _____

Please Note: (i) Payment by cheque will not be accepted

(ii) Membership Charges for Company: **Rs.3540** (Rs.3000 + GST @ 18%)

(iii) Membership Charge for Institution: **Rs.8850** (Rs.7,500 + GST @ 18%)