

ANNEXURE – III

**Claim for Coir Board External Market Development Assistance
For Sales-cum-Study Tour abroad**

Ref. No: _____

Date: _____

01	Name of the firm with full address	
02	Coir Board Acknowledgement Letter No. and Date	
03	EH/TH/STH/SSTH Certificate	No. _____ Date _____ Valid from _____ to _____
04	Whether SSI? Whether the Industrial unit registered with the Coir Board under R & L Rules 1958	Yes/No Yes/No (if yes, attached a self-certified copy of SSI/Coir Board Registration certificate)
05	F.O.B. value of exports of coir and coir products for last three financial years	Rs in Crores
06	Name of the countries visited with Duration of stay in each country	Country Days From To
07	Whether assistance availed from other Govt. Bodies/ EPCs/ Commodity Boards/ Authorities etc. for the activity under reference	Yes/No _____ (If yes, please give full details)
08	Date of actual departure from India	Date _____ (Please attach photocopy of passport duly highlighting date of departure)
09	Date of actual arrival in India after completing the event	Date _____ (Please attach photocopy of passport duly highlighting date of arrival)
10	Name & Designation of person gone on tour abroad	
11	Whether the organization has been charged/ prosecuted/ debarred/ blacklisted under investigation under Export and Import Policy of India or by the Coir Board or any other law framed by the Govt. of India relating to export and import business?	Yes/No

12	Details of Sales Tour through other EPC/Commodity Board/Authority etc. undertaken (1) during the year and (2) during the previous year.																
13	No. of proposals already submitted in same financial year	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"></td> <td style="text-align: center;">Sales Tour</td> <td style="text-align: center;">Fair</td> </tr> <tr> <td>Participation</td> <td></td> <td></td> </tr> <tr> <td>LAC Region</td> <td style="text-align: center;">_____</td> <td></td> </tr> <tr> <td>African Region</td> <td style="text-align: center;">_____</td> <td></td> </tr> <tr> <td>Non LAC Region</td> <td style="text-align: center;">_____</td> <td></td> </tr> </table>		Sales Tour	Fair	Participation			LAC Region	_____		African Region	_____		Non LAC Region	_____	
	Sales Tour	Fair															
Participation																	
LAC Region	_____																
African Region	_____																
Non LAC Region	_____																
14	Whether traveled by Air India?	Yes/No_____ (If no, indicate the name of Airline by which traveled)															
15	Actual expenditure on airfare by Economy Excursion Class	Rs_____ (Please attach original air ticket issued during the journey)															
16	Amount claimed	Rs_____															
17	Whether any other financial assistance has been received for the same purpose, if so details of amount received																

DECLARATION

I solemnly declare that the particulars given in the above statement are correct. I also undertake that any financial assistance granted to us/the company on the basis of this declaration shall be liable to be refunded to Government, if at any time, any information furnished in this application/declaration is found to be wrong, or incorrect or misleading and I do hereby bind myself and the company to pay to the Coir Board etc. by demand draft/pay order drawn on a nationalized bank, a sum equal to the amount claimed as MDA in respect of above mentioned activity within 7 days of demand made on me/the company in writing by Coir Board who shall be entitled to make the said demand on me/the company.

Place:

Date:

Signature:

Name_____

Designation & Seal_____