

(To be completed by the applicant in block letters using black ink pen)

Branch Name:
Date:

We will import following commodity/goods and request you to remit funds as per details given below:

Commodity:		HS Code:									
Purpose of Remittance :											
Amount and Currency of Remittance :	Value Date :	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">D</td><td style="width: 20px;">D</td><td style="width: 20px;">M</td><td style="width: 20px;">M</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td> </tr> </table>		D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y				
Foreign Bank Charges :	<input type="checkbox"/> Sharing <input type="checkbox"/> Own Account	Type of Good:	<input type="checkbox"/> Capital <input type="checkbox"/> Non-Capital								
Applicant(Company/Firm Name and Address)		Beneficiary(Company/Firm Name and Address)									
Mobile :		Mobile :									
Contact Person :		Contact Person :									
Email :		Email :									
Beneficiary Bank (Name and Address)		Miscellaneous Details of Transaction									
		Port of Loading :									
		Port of Discharge :									
		Country of Origin :									
Beneficiary Bank Account or IBAN Number:		If Part payment is made under the same invoice, Please provide the below mentioned details:									
BSB No/SORT CODE/ABA/ROUTING No :		Bank Reference No. :									
Beneficiary Bank SWIFT Code :		Currency and Amount :									
		Date of Remittance :									
Correspondent/Intermediary Bank (Name and Address) :											
Correspondent/Intermediary Bank SWIFT Code:											
Authority to debit bank account :											
Account Type	Account Number	Currency	Amount								
<input type="checkbox"/> EEFC/RFC/DDA											
<input type="checkbox"/> CA/CC/OD											
Authority to debit charges (if different from above account) :											
<input type="checkbox"/> CA/CC/OD											
Forward Contract Details, If booked :											
Forward Contract Number :		Date :									
Forward Contract Amount :		Due Date of Contract:									
Amount to be utilized for remittance:											
I hereby declare that all the information mentioned above is correct.											
Date :	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">D</td><td style="width: 20px;">D</td><td style="width: 20px;">M</td><td style="width: 20px;">M</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td><td style="width: 20px;">Y</td> </tr> </table>		D	D	M	M	Y	Y	Y	Y	Authorised Signatory with Company/Firm Seal :
D	D	M	M	Y	Y	Y	Y				

✂ ----- TEAR IT FROM HERE ----- ✂

:- ACKNOWLEDGMENT (To be retained by the customer):-

Received an application for _____ (request type) for the amount of _____ from M/s _____ on _____ at _____ AM/PM for its onward submission to TFBO, Gift City for further processing vide Acknowledgement Number/Reference ID: _____.

Date: _____

Seal & Sign of Branch Official

GENERAL DECLARATION

- I/We confirm that the goods being imported by me/us are not covered under Negative list of imports as mentioned in Chapter _____ of latest Exim Policy in vogue and amendments there to till date and I/We are eligible to import the above mentioned goods under the current Export and Import Policy in place. I/We confirm that said goods imported/being imported by me/us are not restricted for import through specific licensing under the above mentioned policy and amendments. (This clause is not applicable in case the goods are under the negative list of import).
- I/We declare that we will submit within 90 days from the date of remittance the custom stamped Exchange Control copy of Bill of Entry/Post parcel wrapper(for imports by post)/Courier Bill of Entry(for imports through courier)/ CA certificate (in case of Service Export) to Bank of Baroda .
- I/We declare that in the event of non import of goods for which the remittance is requested I/we will take up the matter vigorously with the beneficiary for refund of the remitted funds to India.
- I/We further declare that we have not made payment against the same invoice/contract through any other AD Bank.
- I/we agree that in the event of transaction could not be executed/debited to my/ our account after submitting the request for processing to the bank on account of insufficient/ unclear balance at the same time of execution of the transaction in my/ our account any exchange losses incurred in this connection due to reversal of the Forex deal can be charged to my/our Bank of Baroda account.
- I/we agree that in the event the transaction is cancelled or revoked by me/us after submitting the request for processing to the bank any exchange losses incurred in this connection can be charged to my/our Bank of Baroda account. I/we further agree that once the funds remitted by me/us have been transmitted by Bank of Baroda to the correspondent and/or beneficiary banks, Bank of Baroda shall not be responsible for any delays in the disbursement of such funds including the withholding of such funds by the correspondent and/or beneficiary banks. I/We further agree that once the funds remitted by me / us have been transmitted by Bank of Baroda, intermediary Bank charges may be levied by Correspondent and / or Beneficiary Banks, which may vary from bank to bank.
- I/we agree that in the event the transaction being rejected by the beneficiary bank because of incorrect information submitted by me, any charges levied by the beneficiary bank or exchange losses incurred in this connection can be charged to my Bank of Baroda account.
- I/we also agree that the exchange rate will be applicable at the time of deal booking and may vary from the rate prevailing when the request is submitted. I/we also understand that the rate communicated to us (if any) is an indicative rate and the actual rate may be different from the same.
- I/we also declare that the transaction does not have linkage with Specially Designated Nations and blocked person (SDN) countries listed under OFAC/UN sanctions in any manner .I/we undertake not to hold Bank of Baroda responsible for any of its action or inaction in respect of the OFAC-linked/UN sanctioned transactions.
- In case of merchanting trade transaction I/We undertake to complete the entire export and import leg within a maximum period of 270 days and also undertake that outlay of funds will not exceed 4 months and without incurring any financial loss. We also undertake that both the legs of the merchanting trade transaction will be routed through Bank of Baroda only.

FEMA DECLARATION

(Under Section 10 (5), Chapter III of The Foreign Exchange Management Act, 1999)

I / We hereby declare that the transaction the details of which are specifically mentioned in this request letter does not involve, and is not designed for the purpose of any contravention or evasion of the provisions of the aforesaid act of any rule, regulation, notification, direction or order made there under. I/ We also hereby agree and undertake to give such information/ documents as will reasonably satisfy you about this transaction in terms of the above declaration.

I/ We also undertake that if I/ We refuse to comply with any such requirements or make only unsatisfactory compliance therewith, the bank shall refuse in writing to undertake the transaction and shall if it has reason to believe that any contravention /evasion is contemplated by me /us report the matter to Reserve Bank Of India.

I / We further declare that the undersigned has/have the authority to give the above request, authority, declaration and undertaking on behalf of the firm/company

Date :

D	D	M	M	Y	Y	Y	Y
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Authorised Signatory with
Company/Firm Seal :

Documents enclosed (tick all that are relevant)

- *Proforma Invoice /contract signed and stamped by buyer and seller.
- Unconditional, irrevocable SBLC/ Guarantee from an International Bank of repute acceptable to Bank and situated outside India or a guarantee of an AD Category -1 Bank in India, if such a guarantee is issued against the counter-guarantee of an International Bank of repute situated outside India in following cases:
 - If the request is for more than USD 200,000/- or equivalent for import of goods.
 - If the request is for more than USD 500,000/- or equivalent for import of services.
- Original valid license for import of negative list goods.
- Copy of IEC certificate issued by DGFT of the importer
- For import of rough diamonds, SSI certificate of importer
- For import of aviation-related purchases, document proof of permission from DGCA to operate Scheduled or Non-Scheduled Air Transport Service
- Other documents if any (please specify)

Documents received
(For branch use only)

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* Mandatory Documents