



SME EXPORT PROMOTION COUNCIL OF INDIA

Registered Office: 101, Murlidhar Baldev Estate, Nr. Vikas Inds. Estate, Off. Aarey Road, Goregaon (East), Mumbai – 400063

Central Office: 3, Samruddhi Venture Park, Marol MIDC, Near Hotel Tunga Paradise, Andheri (E), Mumbai - 400093.

Tel: +91-22-6667 4444 / 6677 0218 / 19 | Fax: +91-22-28743543 | Email: smeexport@vsnl.net | Website: www.smeepcofndia.com

Membership Application Form

(Please fill in BLOCK LETTERS)

Name of the Company : _____

Name of Chairman / MD / Director / Partner / Proprietor : _____

Name of the Representative to liaison with the Council : _____ Designation _____

Business Activities of the Company : _____

(a) Manufacturer of: _____

(b) Exporter of: _____

(c) Importer of: _____

(d) Services rendered: _____

Year of Commencement of Business : _____

Company Registered as a (please tick) : Proprietorship Partnership Pvt. Ltd. LLP Ltd.
 Others _____

Category of the Company (please tick) : Micro Small Medium Large Institutions

Type of the Company (please tick) : Manufacturing Exports Imports Service Consultancy
 Institutions Others _____

IEC Code Number : _____

Capital employed (Investment in Plant & Machinery) : Rs. _____

Total Turnover during the past 3 years (in Rs.) : (1) _____ (2) _____ (3) _____

Export turnover during the past 3 years (in US \$)(if any) : (1) _____ (2) _____ (3) _____

Exported to (Countries) : _____

Details of Products / Services exported : _____

Registered Office Address : _____

City: _____ Country: _____

Tel. (1): _____ Tel. (2): _____

Fax: _____ Mobile: _____

E-mail: _____ Web : _____

Address of Factory / Other Offices (India & Abroad) : _____

City: _____ Country: _____

Tel. : _____ Fax : _____

Awards & Recognitions Received : _____

Membership of other Councils / Organisations : _____

The above information is true and correct to the best of my knowledge and belief.

Place:

Date:

Signature with Company Seal

Name of the Authorised Signatory: _____

Designation: _____

MEMBERSHIP CATEGORIES & FEES

✓	Sr. No	Membership Category	Annual Membership Fee
	A	Ordinary Membership for Micro and Small Enterprises Micro & Small Scale Manufacturers, Individual Exporters, Merchant Exporters & Importers	Rs. 4,500/-
	B	Ordinary Membership for Medium Enterprises (Medium Enterprises Definition – Investment in Plant & Machinery up to Rs. 10 Cr)	Rs. 6,000/-
	C	Ordinary Membership for Export House (Export Turnover upto Rs. 20 Cr.)	Rs. 7,500/-
	D	Ordinary Membership for Star Export House (Export Turnover upto Rs. 100 Cr.)	Rs. 9,500/-
	E	Ordinary Membership for Trading House (Export Turnover upto Rs. 500 Cr.)	Rs. 18,000/-
	F	Associates Membership for Service Providing and Consulting Companies (Consultants, Advisory Firms, Buying-Selling Agents, Traders, Exhibition Organizers, Chambers of Commerce, Associations, Service Providers & Prospective Entrepreneurs)	Rs. 5,000/-
	G	Associate Membership for Institutions (Banks, Financial and Export Promotion Institutions Embassies, Consulates, Foreign Organizations & Companies in India and Government Agencies)	Rs. 15,000/-
	H	Overseas Membership (Manufacturers, Exporters, Importers, Buying and Selling Agents, Consultants, Organisations and Institutions)	USD 350

Payment details

Cheque / DD No. _____ Dated _____ For Rs. _____ Drawn on _____
favouring “SME Export Promotion Council of India” is enclosed.

Please enclose the following along with Membership Application Form

- ❖ Membership Form with Fees by Cheque / D. D (no cash) along with request on Company Letter Head.
- ❖ Latest Annual Report / Balance sheet / Audited Accounts
- ❖ Company Profiles (Two Sets - Print & Soft Copy)
- ❖ Photocopy of Certificate of IEC Code and Company Registration Certificate
- ❖ List of Key Management Personnel
- ❖ Two Photographs of the Applicant
- ❖ Request on Company Letter Head for obtaining Membership

Important Notes / Terms & Conditions:

- Acceptance / refusal of membership will be at the sole discretion of the Managing Committee of the Council
- The Council reserves its rights to reject or hold any application without assigning any reason
- Annual Membership tenure will be for One Calendar Year from the date of application
- No refund will be given for cancellation of membership for any reason whatsoever
- Incomplete Application Form will not be accepted
- The information furnished will be kept confidential
- Membership can be cancelled if information furnished is found to be incorrect or false.

For Office Use Only - Membership Approval

Membership Category _____ Membership No. _____ Date of Approval _____

General Secretary

President