

**Claim for Coir Board External Market Development Assistance  
for Sales-Cum-Study-Tour/Trade Delegation/Buyer-Seller Meet 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, attach 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.	<u>Country</u> <u>Days</u> <u>From</u> <u>To</u>
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 Women / SC / ST /or from North Eastern Region	
12	Whether the organisation 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
13	Details of Sales Tour through other EPC/Commodity Board/Authority etc. undertaken (1) during the year and (2) during the previous year.	
14	No. of proposals already submitted in same financial year.	Sales Tour      Fair Participation LAC Region      _____ African Region      _____ Non LAC Region      _____
15	Whether traveled by Air India?	Yes/No _____ (If no, indicate the name of Airline by which traveled)
16	Actual expenditure on airfare by Economy Excursion Class	Rs. _____ (Please attach original air ticket jacket used during the journey)
17	Amount claimed	Rs. _____
18	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 nationalised bank, a sum equal to the amount claimed as MDA in respect of above mentioned activity within 7 days of demand made on me/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 \_\_\_\_\_