

REGISTRATION FORM for KYC
CANALISATION OF BEACH SAND MINERALS THROUGH INDIAN RARE EARTHS LIMITED (IREL).

A) Applicant profile		
1. Name of exporter		
2. List of the names & addresses of all associates, subsidiaries & holding companies (if any)		
3. Office & Corresponding Address		
4. Factory Address		
5. Telephone		
6. e-mail		
7. Website		
8. Year of Establishment		
9. Name of the load port / ports for export		
B) Company/ firm profile		
1. Type of ownership	Individual / Partnership / Others (Pl. Specify)	
2. BSM Producer / Seller		
3. Nature of Company	NSIC / MSME/ Others(Pl. Specify)	
C) Enclose Valid Documentary proof		
1. Copy of partnership Deed	(Yes / No)	Remarks:
2. Articles & Memorandum of Association	(Yes / No)	Remarks:
3. List of partners / Directors	(Yes / No)	Remarks:
4. Copy of their PAN card,	(Yes / No)	Remarks:
5. Copy of Passport,	(Yes / No)	Remarks:
6. MCA identity	(Yes / No)	Remarks:
7. Copy of GST Number	(Yes / No)	Remarks:
8. Board resolution / Letter from partners authorizing all or any one of the directors / partners to sign the documents	(Yes / No)	Remarks:
9. Specimen signature of the partners / directors/ proprietor / duly attested by the Bank.	(Yes / No)	Remarks:
10. Copy of PAN of Company.	((Yes / No)	Remarks:
11. Copy of Import Export Code (IEC) certificate / Number, if any	(Yes / No)	Remarks:
D) Financial Competence (Enclose Valid Documentary proof)		
1. Copy of Annual reports along with audited balance sheet and profit & loss account for preceding 3 (three) financial years.	(Yes / No)	Remarks:
2. Copy of Income tax returns for the last year.	(Yes / No)	Remarks:
3. Banker letter indicating the performance and credit worthiness of the company / Firm and also indicating tenure of relationship.	(Yes / No)	Remarks:

<p>4. Undertakings:</p> <p>a) Stating that the director(s) / owner or proprietor or partner (as the case may be) is not convicted by a Court of Law for offences involving moral turpitude in relation to its business dealings with the Government or any other public sector enterprises, during last five years.</p> <p>b) Stating that the business dealings has not been banned or suspended by Government of India, any Government authority connected with the line of minerals business or any of the PSU under Government.</p> <p>5. Any other document as deemed fit by DAE</p>	<p>(Yes / No) Remarks:</p> <p>(Yes / No) Remarks:</p>
<p>Declaration: I / we declare and confirm that all information and attachments submitted in this application are true and correct. I / we are aware that any false information provided herein will result in the rejection of my / our application and cancellation of any registration granted.</p> <p>Place: Date:</p> <p style="text-align: right;">Authorised Signatuory with Name and Designation (Official seal of the company/firm)</p>	

- All documents submitted are to be self- certified by Authorised Signatuory along name with official seal.

<p><u>FOR OFFICE USE ONLY</u></p> <p>KYC Acknowledgement no.:</p> <p>Name of exporter:</p> <p>Total number of documents received- ----- ,</p> <p>Documents are checked and recommended for Registration.</p> <p>(Name and Signature) (Incharge Canalization,) ----- Zone.</p> <p>KYC Registration Number ----- is allotted to M/s-----.</p> <p>(Name and Signature) Nodal Officer, Canalization.</p>

(Application on Letter head of the Exporting Company)

BSM producer/ seller desirous of exporting the beach sand minerals shall furnish the following information/documents 30 days prior to export activity:

1. Name of exporter	
2. Name of the Mineral	
3. Quantity in MT	
4. Container / Bulk Shipment	
5. Quality specification separate sheet enclosed	(Yes/ No)
6. Name of Country to be exported	
7. Name of Foreign buyer with Address	
8. Price details	
9. Tentative laycan (Bulk shipment) / Date of Shipment (Containerized shipment)	
10. Port of loading	
11. Port of discharge	

- All documents submitted are to be self- certified by Authorised Signatuory along name with official seal.

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Name of exporter:

Exporter Code no.:

Total number of documents received- ----- on dated -----.

The submitted documents checked and the party is to be informed to mobilise for export & to submit other documents (To be submitted before 7days prior to Export activity.)

(Name and Signature)

(Incharge Canalization,)

----- Zone.

(Application on Letter head of the Exporting Company)

BSM producer/ seller desirous of exporting the beach sand minerals shall furnish the following documents 7 days prior to export activity:

List of Documents to be submitted before 7 days prior to exports		
1. Monazite Test Certificate issued by AMD	(Yes/No)	Remarks:
2. Relevant documents / permits / certificates as required for Export of the consignment.	(Yes/No)	Kindly specify the documents:
3. Report of petrological & Chemical Analysis of mineral or any other analysis as deemed fit, duly certified by an agency registered under Export Inspection Council, Ministry of Commerce, Govt. of India (EIC) for quality inspection of minerals / DAE laboratory / NABL accredited laboratory.	(Yes/No)	Remarks:
4. Certificate of Origin of mineral issued by authority designate.	(Yes/No)	Remarks:
5. Letter of Indemnity (bond) – indemnifying IREL against any claims for non-receipt of exports proceeds from the foreign buyer.	(Yes/No)	Remarks:
6. Royalty payment receipt issued by State Government in case of BSM producer.	(Yes/No)	Remarks:
7. Purchase order/ invoice copy in support of quantity of mineral purchased in case of seller.	(Yes/No)	Remarks:
8. Copy of Contract entered into with foreign buyer.	(Yes/No)	Remarks:
9. Copies of valid Environmental Clearance (s) and consent to operate (CTO) documents issued by authority designate in case of BSM producer.	(Yes/No)	Remarks:
10. Copy of license issued by AERB under AE (RP) Rules 2004 in case of BSM producers	(Yes/No)	Remarks:
11. IBM registration details as per Rule 45 of MCDR-2017	(Yes/No)	Remarks:
12. Copy of latest monthly returns submitted under rule 45 of MCDR-2017	(Yes/No)	Remarks:
13. Undertaking- Stating statutory compliance with respect to atomic minerals as applicable have been complied by the company.	(Yes/No)	Remarks:
14. End user certificate from buyer.	(Yes/No)	Remarks:
15. Any other document as deemed fit by DAE.	(Yes/No)	Remarks:
16. Arrangement of material to be exported for sampling and Analysis in case of bulk / containerized shipment.	Specify	
17. Payment details of Service Charges. (online / DD)	Specify	

- All documents submitted are to be self- certified by Authorised Signatory along name with official seal.

FOR OFFICE USE ONLY

Name of exporter:

Exporter Code no.:

Total number of documents received- ----- and checked.

Verification for Receipt of payment.

(Name and Signature)

(Incharge Canalization,)

----- Zone.

Print on Company's letter head

END USER CERTIFICATE

I / We (name of the end user) _____ certify that we are importing (name of the Material) _____ from (name and address of the exporter) _____ against our purchase order no. _____ dated _____ as raw material/end use which will be used for* _____

(* if more than one use then details of all uses shall be provided)

I / We further certify that the Material detailed in the referenced purchase order will not be used for any purpose other than the purpose (s) stated above.

I / We also certify that all the facts contained in this certificate are true and correct to the best of my knowledge and belief and that I / We do not know of any additional facts that are inconsistent with this certificate.

Place :

Signature of end-user / authorized signatory

of the end-user with stamp and seal

Date:

Name : _____

Designation: _____

Address & email: _____

(The Bond is to be typed on Non Judicial Stamp paper of Rs 500/-)

BEFORE THE NOTARY PUBLIC

INDEMNITY BOND

INDEMNITY BOND executed by _____ Company which expression shall mean and include Company's successors, assignees, executants and administrators on this the _____ day of _____ 201_ in favour of **M/S INDIAN RARE EARTHS LTD (IREL)**.

WHEREAS the Director General of Foreign Trade, Dept. Of Commerce, Ministry of Commerce & Industry, Govt of India issued notification no. 26/2015-2020 on 21-8-2018 where under export of Beach Sand Minerals (BSM) like Ilmenite, Rutile, Leucosene (Titanium bearing material), Monazite, Sillimanite and Garnet have been brought under State Trading Enterprise (STE) and shall be canalised through **M/S INDIAN RARE EARTHS LTD .**

WHEREAS _____ Company is a producer / Seller of Beach Sand Minerals desirous of exporting the same;

WHEREAS with reference to the above subject and as per SOP, the above named company have submitted the document for executing the export of _____ mineral of _____ t to M/s _____ ;

WHEREAS the STANDARD OPERATING PROCEDURE (SOP) requires the said Company to furnish a letter of Indemnity indemnifying the IREL;

THIS INDEMNITY BOND witnesses as follows:

In Consideration of the export of BSM canalised through IREL, we M/s _____ here by indemnify IREL against any claim for non-receipt of export proceeds from the Foreign buyer.

We further agree and undertake to hold IREL harmless and fully Indemnified against any risk, loss, responsibility dispute or any other consequence which may arise in this regard.

For

Name of the Company / party

Name of the Authorised Signatory

Designation

Place :

Date:

Witnesses:

1.

(Name & Designation)

2.

(Name & Designation)