(On letter Head of the Company/Firm)

Ref No: ______________ Date: ____________

The Branch Manager
TJSB Sahakari Bank Ltd
________________ Branch/ IBD.

<u>Subject: Disposal Instruction for handling Foreign Inward Remittances</u>

Dear Sir,

I/We have come to know that the inward remittance of (FCY)_______________is received for us in your overseas account. We confirm the details of inward remittance as per below.

Amount Received	Currency : Amount :
Remitter's Name & address	____________________________________ ____________________________________ ____________________________________
Purpose of Remittance	*(Tick whichever is applicable)* 1. Against Export 2. Advance against Export 3. Other (Pl. specify) ______________________
Conversion details	(Tick whichever is applicable) ☐ Convert 100 % in to INR & credit to my/our account No. _____________ ☐ Convert ___% in to INR & credit to my/our account No. _____________. Balance ___% to be credited to my/our EEFC account No. _____________ ☐ Credit 100 % amount to my/our EEFC account No. _____________
(Applicable to the inward remittance received towards advance against Export) **We are aware of the extant guidelines under FEMA that the shipment of goods is to be made within one year from the date of receipt of advance payment & the relative Export documents are to be submitted to the Authorised Dealer (Bank) within 21 days from the date of shipment**.	**We shall make the relative shipment of export** ☐ within 3 months ☐ within 6 months ☐ within 12 months ☐ above 12 months (subject to relevant additional provisions of RBI) **(from the date of inward remittance)**
Commodity / service dealt with	
Invoice /P.O. / Proforma Invoice No. & Date	

Declarations by the customer

In respect of advance against exports, I/we undertake that I/we am/are under an obligation to ensure that the shipment of goods is made within one year from the date of receipt of advance payment. In the event my/our inability to make the shipment partly or fully within one year from the date of receipt of advance payment, no remittance towards refund of unutilized portion of advance payment or towards payment of interest, shall be made after the expiry of the said period of one year, without the prior approval of the Reserve Bank of India. The documents covering the shipment will be submitted to TJSB Sahakari Bank Ltd. within 21 days from the date of shipment.

I/we also declare that the transaction does not have linkage with countries or entities to which European Union restrictive measures in force, further it does not have linkage with any Specially Designated Nationals and Blocked Persons (SDN)/countries listed under OFAC in any manner. If the transaction involves linkage with countries or entities to which European Union restrictive measures in force or any Specially Designated Nationals and Blocked Persons (SDN)/countries listed under OFAC in any manner, I/we undertake not to hold TJSB Sahakari Bank Ltd. responsible for any of its action or inaction in respect of the OFAC-linked transactions.

Further, I/we declare that the transaction does not involve payment from/to a Third Party. If the transaction involves payment from/to a Third party, I/we undertake to comply with the extant guidelines from RBI / the Bank in this regard.

In respect of Merchanting Trade, I/we declare to abide by the extant guidelines of RBI.

Applicable for cases attracting provisions of FCRA:
I/we have been allotted FCRA registration number _________________ by Ministry of Home Affairs (copy enclosed). I/we declare that the foreign contribution (remittance) received is not pertaining to election, correspondent, columnist, cartoonist, editor, owner, printer or publisher of a registered newspaper, judges, government servants or employees of any corporation, members of any legislature, political party or office bearer thereof.

The declaration-cum-undertaking under Sec 10(5), Chapter III of FEMA, 1999

I/We hereby declare that the transaction details of which are mentioned above does not involve, and is not designed for the purpose of any contravention or evasion of the provisions of the aforesaid Act or of any rule, regulation, notification, direction or order made thereunder. 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 requirement 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 RBI. I/We further declare that the undersigned has the authority to give this application, declaration and undertaking on behalf of the firm/company. Thanking you.

Yours faithfully,

Date:
Place:

(Signature of the applicant)
(Director/Partner/Proprietor/Individual)

*(*The Office of Foreign Assets Control (OFAC) is an agency of the United States Dept. of the Treasury)*