



ஏகாங்கன கௌ அகாங்கன சௌகன டீகௌர்தகௌகௌ
இறகௌகௌமதௌ மற்துமௌ ஏற்துமதௌ கட்டுப்பாடுதௌ தௌகௌணகௌகௌளமௌ

Department of Imports and Exports Control

Application for Advanced Payment



Application No.

01. Name of Company

02. Address

03. Telephone Landline Mobile.

04. Email

05. Proforma Invoice Value :

06. Proforma Invoice Details : No. Date:

07. Is it machinery? Yes No

08. Shipment Date Within 180 days from Adv.Pay Within 365 days from Adv.Pay

09. (Please use a separate cage for each item and attach a separate sheet when the space provided below is not adequate)

HS Code			
Description			
Quantity			

10. Whether good is mentioned in following lists Yes No
(Please specify the list)

Temporarily Suspended List ICL List
Credit List Banned List

11. Source of funds for advance payment
Own funds By a loan
By a Bank Overdraft

12. Details of last approval for advance payment Letter No. Date:

13. I hereby attach following documents
Proforma Invoice Bank statement in last three months
Supplier confirmation on shipment date Last approval letter of advance payment

Original and Copy of followings

Business Registration/ Company Registration Agreement
VAT Certificate TIN Certificate
Audit reports of last two years (Only if, requested by
Controller General/ Controllers/Deputy/Assistant
Controllers) Form 1 and/or Form 20
Article of Association

If goods imported previously from same supplier, originals (if available) and copy of following documents relevant to such imports

Custom Declarations

Commercial Invoice

Bill of Lading/Airway Bill

Following Documents (Only for applications made in first time)

Copies of identity cards of Directors/ Owners/Partners

Letter Head of Company/Business

14.I declare that the particulars furnished by me are true and correct

.....
Signature

.....
Date