



ஏகாங்கன கௌ அகாங்கன சௌகன டீகௌர்தகௌகௌ  
இறகௌகௌமதௌ மற்தௌகௌம் ஏற்தௌகௌமதௌ கட்டுப்பாடுதௌ தௌகௌணகௌகௌளம்

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

(Stamp of the authorized officer)