

THE PLASTICS EXPORT PROMOTION COUNCIL, MUMBAI

GUIDELINES FOR SUBMISSION OF DOCUMENTS FOR MEMBERSHIP AND REGISTRATION WITH THE COUNCIL

Visit our link for online Membership Registration www.plasticsepc.org/rcmc (in **(Mozilla Firefox)**)

I. DOCUMENTS TO BE SUBMITTED ALONGWITH MEMBERSHIP APPLICATION

1. MEMBERSHIP FEES:

A Demand Draft/Cheque favouring “The Plastics Export Promotion Council” payable at Mumbai as per serial No. a) or b) Outstation firms (outside Mumbai) should send Demand Drafts only.

a) FEES FOR MANUFACTURER-EXPORTER:

Category (Manufacturers)	Subscription Fees (Financial Year) (Rs.)	Entrance Fees (Rs.)	Administrati on Charges (Rs.)	Total Fees (Before GST)	GST (18%)	Total (Rs.)
Upto Rs. 50 lakhs *	6,000	5,000	500	11500	2070	13570
Rs. 50 lakhs - Rs. 2 Crores*	14000	5,000	500	19500	3510	23010
Rs. 2 Crores – Rs. 5 Crores*	16000	5,000	500	21500	3870	25370
Over Rs. 5 Crores	18000	5,000	500	23500	4230	27730

(A Chartered Accountant's Certificate certifying based on average overall sales turnover of the past 3 financial years (including local sales, Export of Plastic and Non Plastic) has to be submitted if Sales Turnover of the firm is Nil or less than Rs. 5 Crores).

b) FEES FOR MERCHANT-EXPORTER

Category (Merchant)	Subscription Fees (Financial Year) (Rs.)	Entrance Fees (Rs.)	Administrati on Charges (Rs.)	Total Fees (Before GST)	GST (18%)	Total (Rs.)
Upto Rs. 10 lakhs *	6,000	5,000	500	11500	2070	13570
Rs. 10 lakhs - Rs. 1 Crores*	14000	5,000	500	19500	3510	23010
Rs. 1 Crores – Rs. 5 Crores*	16000	5,000	500	21500	3870	25370
Over Rs. 5 Crores	18000	5,000	500	23500	4230	27730

(A Chartered Accountant's Certificate certifying based on average export of plastic products for the past 3 financial years has to be submitted if Export of Plastic Product of firm is Nil or less than 5 crores)

- a. List of Names and addresses of Proprietor/Partners/Directors with residential Addresses-in triplicate.
- b. A Photostat Certified true copy of IEM Part – II acknowledgement received from DIC/Acknowledgement for Part ‘B’ Form submitted to SIA confirming actual date of commencement of commercial production if the firm is other than SSI/ Udyog Aadhaar
- c. A Copy of the Memorandum and Articles of Association in case of Private/Public Limited Company.
- d. A Copy of Partnership Deed in case of Partnership Company.

II. Documents to be submitted with the application for Registration with the Council.

1. A self certified copy of downloaded version of IEC Number issued by the Licensing Authority concerned to regional offices.
2. A Self certified Copy of PAN Number issued by ITO.
3. In case of Manufacturer-Exporter, Photostat Certified True Copy of the Registration Certificate issued by the Sponsoring Authorities viz. Director of Industries/Secretariat for Industrial Approvals /Udyog Aadhaar.
4. All application forms with enclosures should be submitted in the concerned regional offices of the Council.