

Important Notice

To All Members

Monthly Export Returns

The revised format for submitting the Monthly Export Returns to the Council is furnished below. Member firms are requested to submit their Export Returns regularly every month to the Council as per revised format.

1. Name of the Exporter :
2. Category of Exporter : SSI/SIA/Merchant/Export House
3. Nature of Export : Direct/Indirect
4. Reporting Month :
5. IE Code No. :
6. PAN No. :
7. State Code No. :
8. **A. Export Performance** :

| ITC HS Code No. | Item/Service | Country of Export | Export during the month | | Cumulative export during the year from 1st April to end of the reporting month | |
|-----------------|--------------|-------------------|-------------------------|-----------------------------|--|-----------------------------|
| | | | Qty. (M/T)/ Unit | FOB Rs. in Lakhs/ US\$ '000 | Qty. (M/T)/ Unit | FOB Rs. in Lakhs/ US\$ '000 |

B. Deemed Exports :

| ITC HS Code No. | Item/Service | Name of Indian Project | Export during the month | | Cumulative export during the year from 1st April to end of the reporting month | |
|-----------------|--------------|------------------------|-------------------------|-----------------------------|--|-----------------------------|
| | | | Qty. (M/T)/ Unit | FOB Rs. in Lakhs/ US\$ '000 | Qty. (M/T)/ Unit | FOB Rs. in Lakhs/ US\$ '000 |

C. Export Contracting Position :

| ITC HS Code No. | Item/Service | Country of Export | New order secured during the month | | Outstanding export orders position as on end of the reporting month | |
|-----------------|--------------|-------------------|------------------------------------|-----------------------------|---|-----------------------------|
| | | | Qty. (M/T)/ Unit | FOB Rs. in Lakhs/ US\$ '000 | Qty. (M/T)/ Unit | FOB Rs. in Lakhs/ US\$ '000 |

Note : Export Returns (**Including Nil Returns**) of the reporting month are to be submitted positively by the **10th of the next month** to Head Office, Engineering Export Promotion Council, World Trade Centre, 14/1B, Ezra Street (3rd Floor), Kolkata 700 001 with a copy to respective Regional Office of the Council where the member-firm has been enrolled.

STATE CODES

All the exporters are required to indicate the state of origin of their export product in their shipping bills. For this purpose the following codes are to be utilised :

| Code No. | Name of the State | Code No. | Name of the State | Code No. | Name of the State | Code No. | Name of the State |
|----------|-------------------|----------|-------------------|----------|----------------------|----------|-------------------|
| 01 | Assam | 16 | Orissa | 39 | Chandigarh | 70 | Madhya Pradesh |
| 02 | Meghalaya | 17 | Sikkim | 44 | Jammu & Kashmir | 71 | Chattisgarh |
| 03 | Mizoram | 18 | Tripura | 46 | Himachal Pradesh | 80 | Andhra Pradesh |
| 06 | Bihar | 19 | Andaman & Nicobar | 50 | Rajasthan | 84 | Karnataka |
| 07 | Jharkhand | 20 | Uttar Pradesh | 54 | Gujarat | 89 | Lakshadweep |
| 09 | Arunachal Pradesh | 21 | Uttaranchal | 60 | Maharashtra | 90 | Tamil Nadu |
| 10 | West Bengal | 29 | Delhi | 67 | Daman & Diu | 96 | Kerala |
| 14 | Nagaland | 30 | Punjab | 68 | Goa | 99 | Pondicherry |
| 15 | Manipur | 34 | Haryana | 69 | Dadra & Nagar Haveli | | |