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| Company Name:  WH:  TIN: |

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|  | **TIEP 1 RENEWAL – Check List** | |
|  | **Required Docs** | **Remarks** |
| 1 | Request Letter - SDDC Approval |  |
| 2 | Stock Report (as at Today/ applicable date) |  |
| 3 | Single/Enterprise Performance Report  (to dates of previous TIEP approval/ applicable date) |  |
| 4 | Quarterly Export Remittance Reports  (If not submitted quarterly, to dates of previous TIEP approval) |  |
| 5 | Previous TIEP approval (for inward processing) copy |  |
| 6 | Application of Inward Processing - 3 copies printed  **Ministry of Industries Approval** |  |
| 7 | SA Report from THINETH. (compare with **2**, **4**, **8**) | To be completed by relevant ASC/DSC |
| 8 | Report of Exports yet to write-off . (as at <date> in 2 above) |  |
| 9 | PIVs per year, entered to ASYCUDA,  Renewal Payment Rs.2000/-  Documentation Payment Rs.2000/-  OE Payment Rs.4000/- |  |
| 10 | * BIU Report on pending cases * CIB Report on pending cases * If pending cases, No Objection letter from relevant Directorate | To be completed by relevant ASC/DSC |
| 11 | Verification visit Report (if visited) | To be completed by relevant ASC/DSC |
| 12 | Import/ Export Reports from ASYCUDA  (to dates of previous TIEP approval/ Perform. Report)  **20% Value Addition** | To be completed by relevant ASC/DSC |
| 13 | ASC Summary Minute | To be completed by relevant ASC/DSC |

TIEP Approval Date Period:

**Other Approvals:**

Gold/ Diamond - ICL, Exchange Controller License **NEW**

Tea - Tea Board Approval