

Document Checklist of Refund- Export

1	Request Letter	In letterhead with the exact reason for refund
2	Authorization letter	If the letters are signed by other than a director, person should be authorized by a Director
3	Duty Refund Application in Duplicate	Form 74
4	VAT Refund Application in Duplicate	
5	Letter of Indemnity	In letterhead
6	Affidavit	Signed by JP/lawyer, Rs.50 Stamp
7	Original Assessment Notice	before Cusdec amendment
8	Application for Removal out Container	Signed by ASC, SDDC, SLPA
9	Cancelled CDN/s	For entire shipment
10	Working Sheet	Signed by Director & Seal
11	Certificate of Payment	Get from 8th floor, Finance
12	Performa Invoice	Director true copy
13	Commercial Invoice	Bank stamped original
14	Certificate of Registration (Form 20/40/1)	Director True copy
15	Minus Assessment	after Cusdec amendment