

Form A
APPLICATION FOR SETTING UP OF SPECIAL ECONOMIC ZONE

(Refer Rule 3)

I. Name and address of the Undertaking in full (Block Letters)

Name of the Applicant

Full Address

(Regd. Office in case of limited

companies & Head Office for others)

Pin Code

Tel. No.

Fax No.

Permanent E-Mail Address

**Name and address of each of the
Directors/Partners/Promoters, as the case may be**

II. Nature of the applicant Firm or Company:

- a. **Public Limited Company**
- b. **Private Limited Company**
- c. **Proprietorship**
- d. **Partnership**
- e. **Others (please specify)**

Note:- Copy of certificate of incorporation alongwith Article of Association and Memorandum in case of companies and partnership deed in case of partnership firms may please be attached.

III. (i) Location of the proposed Special Economic Zone:

Whether the proposal is for -

- a. **Special Economic Zone for Multi Product.**
- b. **Special Economic Zone for Specific Sector.**
- c. **Free Trade and Warehousing Zone.**

(Tick [] as applicable)

IV. (a) Distance from the nearest Sea Port or Airport or Rail or Road head to the

proposed Special Economic Zone.

(b) Indicate the area of the proposed Special Economic Zone (in hectares).

(c) Whether the applicant is owner of the land and the land is in his/its possession.

(d) In the case of lease hold land, name of the lessor and the lease conditions.

(e) If the land is not in ownership or possession, steps being taken for acquisition of land.

(f) Whether the area is contiguous or not or whether there is any thoroughfare?

V. Proposed Financial/Investment Details:

i. Cost of Land.

(ia) Type and quality of land i.e. waste and barren land, single crop or double crop etc."

ii Cost of proposed infrastructure, namely:

- a. Development of land.**
- b. Boundary walls, roads, drainage, water supply, electricity, etc.**
- c. Ready Built up factory premises.**
- d. Port.**
- e. Airport.**
- f. Others, if any, give details.**

iii. Total Investments

VI. Means of Financing:

- a. Equity Capital**
- b. Term Loan**
- c. External Commercial Borrowings, if any, furnish details.**
- d. Any other source**
- Total**

VIA. Foreign Direct Investment (FDI)

- a. Extent of FDI (if any) in million U.S. Dollars**
- b. Source of FDI (Country and Company details may be provided);**

VII. Equity including Foreign Investment

| (i) | (\$ Thousand) | (Rs.lakhs) |
|---------------------|---------------|------------|
| (a) Authorized | | |
| (b) Subscribed | | |
| (c) Paid up Capital | | |

Note: If it is an existing company, please give the break up of the existing and proposed capital structure.

| (ii) | Pattern of share holding in the paid-up capital (Amount in Rupees). | |
|--|---|------------------|
| | (Rs. in lakhs) | (US \$ Thousand) |
| (a) Foreign holding | | |
| (b) Non Resident Indian company/individual holding | | |
| (i) Repatriable | | |
| (ii) Non-repatriable | | |
| (c) Resident holding | | |
| (d) Total | | |

/III. Development of identified area as Special Economic Zone: Give the following details:-

Area in hectares:

- i. **Total area proposed for development as Special Economic Zone.**
- ii. **Area proposed to be developed as processing area.**
- iii. **Development activities proposed in the processing area, namely:-**
 - a. **site development,**
 - b. **construction of boundary walls,**
 - c. **construction of roads,**
 - d. **installation of water supply and sanitation and sewage systems,**
 - e. **power distribution system,**
 - f. **telecom facilities,**
 - g. **construction of factory buildings and warehouses.**
 - h. **Any other activity which may be required in the processing area.**
- iv. **Area proposed to be developed as non-processing area.**
- v. **Activities proposed in the non-processing area, namely:-**
 - a. **Residential.**
 - b. **Commercial complex.**
 - c. **Recreation facilities.**
 - d. **Social amenities - give details.**

e. Others - specify.

vi. Standards of operation and maintenance of the facilities proposed.

- IX. Indicate exports and direct and indirect employment likely to be generated during the first five year period. (Attach a Project Report outlining the economic and commercial viability of the proposal)
- X. Has the applicant obtained any, Permission or Approval from Government of India for setting up any other SEZ/s, if so, details may be given and/or whether any such application is pending consideration before the State Government or Government of India?
- XI. Has the applicant or any of his partners/Directors who are also partners/Directors of any other company or its associate concerns are being proceeded against and have been debarred from getting any License or Letter of Intent or Letter of Permission under the Foreign Trade (Development and Regulation) Act, 1992/Custom Act, 1962/Foreign Exchange Management Act, 1999/Central Excise Act, 1944.

| | | | |
|---------------------|-------|----------------------------|-------|
| Place : | | Signature of the Applicant | |
| Date : | | Name in Block Letters | |
| | | Designation | |
| Official Seal/Stamp | | Tel. No. | |
| | | E-mail | |
| | | Web-Site, if any | |
| | | Full Residential Address | |

UNDERTAKING

I/We hereby undertake to abide by the provisions of the Special Economic Zones Act, 2005 and rules and orders made thereunder.

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India or the State Government. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false. An affidavit duly sworn in support of the above information is

enclosed.

| | | | |
|---------------------|-------|----------------------------|-------|
| Place : | | Signature of the Applicant | |
| Date : | | Name in Block Letters | |
| | | Designation | |
| Official Seal/Stamp | | Tel. No. | |
| | | E-mail | |
| | | Web-Site, if any | |
| | | Full Residential Address | |

Check List

1. Name of the Developer.
2. Proposed area of the location of the SEZ.
3. Status of recommendation of the proposal by the State Government (if available).
4. Whether proposal is for formal or in-principle approval? (In case land is in possession of the promoter, it is considered for formal approval).
5. Is it a multi-product SEZ?
6. If it is a sector specific SEZ, the sector is.
7. Whether it meets the area requirements?
8. Area of the SEZ (in hectares).
9. Whether Form-A has been filed?
10. Whether undertaking and affidavit has been submitted?
11. Whether project report has been submitted?
12. Whether land is owned/leased and is in possession of the Developer?
13. Does the proposal meet the area requirements of the Rules?
14. Whether the land has existing structures or is vacant ?
15. Whether the land is contiguous?
16. Projected investment in the project.
17. Projected exports from the project.
18. Projected employment from the project.
19. Share Capital and Reserves of the Developer Company.
20. Source of funds for the project.
21. Net worth of the Applicant (including Group companies) duly supported by Audited Accounts of the Developer for last 3 Years (for all the constituents in case the Developer is a SPV). If the company is a new company, audited accounts of Flagship Company/promoters may be provided.
22. Extent of FDI (if any) in million U.S. Dollars.
23. Source of FDI (Country and Company details may be provided).
24. Whether provisions contained in the Press Note No. 5 (2005 Series), issued by the Ministry of Commerce and Industry have been followed in respect of Telecom/IT SEZ development?

FORM – A1

APPLICATION FORM FOR APPROVAL OF CO-DEVELOPER

[Refer rule 3 A]

| | | |
|-------|--|----------|
| 1 | Name and address of the Developer | |
| 2 | Letter of Approval No. and date | |
| 3. | Type of Special Economic Zone - Multi-Product / Sector Specific | |
| 4 | If Sector specific, name of the sector for which approval has been given | |
| 5 | Date of notification of the Special Economic Zone | |
| 6. | Total area of the Special Economic Zone (in hectare) | |
| 7. | Name and address of the proposed co-developer | |
| 8. | Details of the infrastructure facilities/authorised operations which will be undertaken by the co-developer (mention | |
| 9. | Total area on which the activities are to be performed by the co-developer | |
| 10. | Proposed amount of investment by the co developer (in Rs. crore) | |
| 11 | Level of equity held by the Developer in the entity proposed to create business/ recreational/ residential facilities in the Special Economic Zone | |
| 12 | Net worth of the co-developer (in Rs. crore) | |
| 13(a) | Whether an agreement has been entered into between the developer and the codeveloper : | Yes / No |
| (b) | If yes, whether a copy of this agreement has been enclosed with this application form: | Yes / No |

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any

other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

Place:

Date:

Signature of the Applicant

Name in Block Letters

Designation

Official Seal/Stamp

Tel. No

E-mail

Web-Site, if any

Full Residential Address

Recommendation of Development Commissioner

The proposal has been examined and my recommendation is as follows:

Signature of Development Commissioner

Form B

(FORMAT FOR LETTER OF APPROVAL FOR SEZ DEVELOPER)
(See Rule 6)

No. - SEZ

Government of India Ministry of Commerce & Industry Department of Commerce (SEZ Section)

Dated the

To,

.....
.....
.....

Subject :- Setting up of Special Economic Zone at

Reference :- Your proposal/s No. dated

Sir(s),

1. With reference to your above mentioned application, Government of India is pleased to approve your proposal for development, operation and maintenance of the Special Economic Zone (SEZ) at village, District in the State of, as per details given below:-

- I. Proposal and project details :- To set up a Special Economic Zone for multi-product or a Special Economic Zone for specific sector over an area of at (Place, District and Name of the State).

- II. DEVELOPER :- (Name of the developer)

- III. General Conditions:

- i. The Developer shall develop, operate and maintain the Special Economic Zone in terms of the Special Economic Zones Act, 2005 and the rules made thereunder.
- ii. The Developer shall execute Bond-cum-Legal Undertaking as required under rules 12 and 22 of the Special Economic Zones Rules, 2006 for the authorised operations.
- iii. The Developer shall obtain the required approval from various statutory authorities under relevant statutes and regulations of the Government of India and the State Government and local bodies.

- iv. The Developer shall make adequate provision for rehabilitation of the displaced persons.
- v. The project shall be implemented and operated in terms of the Special Economic Zones Act, 2005 and the rules and orders made thereunder.
- vi. The Developer shall conform to the environmental requirements.
- vii. The Developer shall abide by the local laws, rules, regulations or bye-laws in regard to area planning, sewerage disposal, pollution control, labour laws and the like as may be locally applicable.
- viii. The Developer shall raise the required funds for the project. External commercial borrowing, if any, will be as per the guidelines of the Ministry of Finance, Department of Economic Affairs, Government of India, New Delhi.
- ix. This approval is valid for a period of three years within which time the Developer shall implement the project. The project implementation progress report will be submitted to Government of India every six months.
- x. This approval is liable to be suspended in case of violation of any of the terms and conditions stipulated herein.
- xi. The operation and maintenance of the facilities will be made as per the standards specified in the proposal and to the satisfaction of the users.
- xii. The Developer shall maintain adequate manpower to provide the facilities.
- xiii. The user charges will be finalized in consultation with the Development Commissioner and the users. This shall be subject to revision as per the agreed terms
- xiv. The Developer shall obtain the approval of Board for specific activities proposed to be undertaken for development, operation and maintenance of Special Economic Zone. Based on the activities approved by the Board, the Developer shall be entitled for duty free import or domestic procurement of goods for the approved activities under rules 10 after the Special Economic Zone has been notified.
- xv. The authorized operations shall be carried out in terms of the parameters laid down in the Special Economic Zones Act, 2005 and the Rules and orders made thereunder and in accordance with the proposal approved herein.

- xvi. No duty free goods shall be available for personal use of, or consumption by officials, workers, staff or owners of the Unit or Developer.
- xvii. Normally, no extension of validity period of three years for implementation of the project will be considered. Any request, however, may be considered by the Board, on merits. Such request shall be submitted to the Government six months before expiry of the approval period.
- xviii. The Developer shall bear the cost of staff provided by the Government to man the posts in the Special Economic Zone and will deposit the requisite amount as and when demanded by the Development Commissioner.

2. This approval shall be also subject to other conditions as approved by the Board as given in the Annexure to this letter

.

3. The Developer may convey acceptance of all the terms and conditions indicated above within thirty days from the date of issue of this letter. All future correspondence may be addressed to the Deputy Secretary (SEZ), Department of Commerce, Udyog Bhavan, New Delhi-11.

4. The Developer may send exact details of the area along with a map indicating the Special Economic Zone area certified by the District Revenue Authorities for notification in the Gazette of India.

5. The Developer shall furnish to the Development Commissioner,
Special Economic Zone returns on import, procurement and utilization of goods,
as provided for under the Special Economic Zone Rules, 2006.

Yours faithfully,

Deputy Secretary / Director

Department of Commerce

Form-B1

**No. F..... - SEZ
Government of India
MINISTRY OF COMMERCE AND INDUSTRY
(Department of Commerce)
(SEZ Section)**

Dated, the

To
.....
.....

Subject : Setting up of a Special Economic Zone at by
M/s.....Reg.

Reference: Your application dated.....

Sir (s),

With reference to your above mentioned application, Government of India is Pleased to grant "in-principle" approval to your proposal for development, operation and maintenance of a Special Economic Zone (SEZ), as per details given below:-

- I. Proposal and project details :- To set up a..... Special Economic Zone over an area of hectares..... by M/s.....
- II. General Conditions:
 - i. This "in-principle" approval is valid for a period of one year within which time the applicant shall submit suitable proposal for formal approval in Form "A" as prescribed under the provisions of Rule 3 of the SEZ Rules 2006, along with proof of land possession/lease hold rights, updated Project Report and Check List. Fifteen copies of the application and other enclosures prescribed shall be submitted to the Director (SEZ), Department of Commerce, Udyog Bhavan, New Delhi-110011 directly or through the State Government concerned. The applicant should be in possession of the identified area either by way of ownership or by way of lease hold rights valid for twenty years or more on the date of application.
 - ii. The Developer shall obtain the required approval from various statutory authorities under relevant statutes and regulations of the Government of India and the State Government and local bodies.

- iii. The Developer shall make adequate provision for rehabilitation of the displaced persons as per the RR policy of the State Government.
 - iv. The project shall be implemented and operated in terms of the Special Economic Zones Act, 2005 and the rules and orders made thereunder.
 - v. The Developer shall conform to the environmental requirements.
 - vi. The Developer shall abide by the local laws, rules, regulations or bye-laws in regard to area planning, sewerage disposal, pollution control, labour laws and the like as may be locally applicable.
 - vii. The Developer shall raise the required funds for the project, External commercial borrowing, if any, will be as per the guidelines of the Ministry of Finance, Department of Economic Affairs, Government of India, New Delhi.
 - viii. The Developer shall obtain the approval of Board for specific activities proposed to be undertaken for development, operation and maintenance of Special Economic Zone.
 - ix. Any request for extension, for a period not exceeding two years, may be submitted with valid reasons and details of steps taken for implementation, which may be considered by the Board, on merits. Such request shall be submitted to the Government two months before expiry of the approval period.
2. This approval shall be also subject to other conditions as prescribed by the Board.
3. The Developer may convey acceptance of all the terms and conditions indicated above within thirty days from the date of issue of this letter. All future correspondence may be addressed to the Director (SEZ), Department of Commerce, Udyog Bhavan, New Delhi-110011.

Form C

(FORMAT FOR LETTER OF APPROVAL FOR PROVIDING INFRASTRUCTURE FACILITIES IN SEZ)
(See rule 6)

No. -/SEZ

Government of India, Ministry of Commerce & Industry
Department of Commerce (SEZ Section)

Dated the

To,

.....
.....
.....

Subject :- Proposal for providing infrastructure facilities in Special Economic Zone at
.....

Reference :- Your proposal/s No. dated

Sir(s),

1. With reference to your above-mentioned application Government of India is pleased to approve your proposal as Co-Developer for providing infrastructure facilities in the Special Economic Zone (SEZ) at Village, District- in the State of as per the details given below:

(1) Name of the Co-Developer

(2) Details of infrastructural facilities proposed to be provided:

2. Your Agreement dated _____ entered into with the Developer/s of the aforesaid Special Economic Zone for providing of infrastructure facilities or to undertake any authorised operation shall form part of this approval.

3. General Conditions:-

- i. The Co-developer shall provide infrastructure facilities in the Special Economic Zone in terms of the Special Economic Zones Act, 2005 and the rules and the orders made thereunder.

- ii. The Co-developer shall execute Bond-*cum*-Legal Undertaking as required under the Special Economic Zones Rules, 2006 for the authorised operations.
- iii. The Co-developer shall obtain the required approval from various statutory authorities under relevant statutes and regulations of the Government of India and the State Government and local bodies.
- iv. The project shall be implemented and operated in terms of the Special Economic Zones Act, 2005 and the rules and orders made thereunder.
- v. The Co-developer shall conform to environmental requirements.
- vi. The Co-developer shall abide by the local laws, rules, regulations or bye-laws in regard to area planning, sewerage disposal, pollution control, labour laws and the like as may be locally applicable.
- vii. The Co-developer shall raise the required funds for the facilities being created. External commercial borrowing, if any, will be as per the guidelines of the Ministry of Finance, Department of Economic Affairs, Government of India, New Delhi.
- viii. The validity of this approval shall be co-terminus with validity of the Letter of Approval issued to the Developer and the progress of the implementation will be submitted to Government of India for every six months.]¹
- ix. This approval is liable to be suspended in case of violation of any of the terms and conditions stipulated herein.
- x. The operation and maintenance of the facilities will be made as per the standards specified in the proposal and to the satisfaction of the users.
- xi. The Co-developer shall maintain adequate manpower to provide the facilities.
- xii. The user charges will be finalized in consultation with the Development Commissioner and the users. This shall be subject to revision as per the agreed terms.
- xiii. The Co-developer shall obtain the approval of Board for specific activities proposed to be undertaken for development, operation and maintenance of Special Economic Zone. Based on the activities approved by the Board, the Co-developer shall be entitled for duty free import or domestic procurement of goods for the approved activities after the Special Economic Zone has been notified.
- xiv. The authorized operations shall be carried out in terms of the parameters laid down in the Special Economic Zones Act, 2005 and the rules and orders made thereunder and in accordance with the proposal approved herein.
- xv. No duty free goods shall be available for personal use of, or consumption by officials,

workers, staff or owners of the Unit or Developer.

- xvi. Normally, no extension of validity period of three years for implementation will be considered. Any request, however, may be considered by the Board, on merits. Such request shall be submitted to the Government six months before expiry of the approval period.

4. This approval shall be also subject to other conditions as approved by the Board as given in the Annexure to this letter.
5. The Co-developer may convey acceptance of all the terms and conditions indicated above within thirty days from the date of issue of this letter. All future correspondence may be addressed to the Deputy Secretary (SEZ), Department of Commerce, Udyog Bhavan, New Delhi-11.
6. The Co-developer shall furnish to the Development Commissioner, Special Economic Zone returns on import, procurement and utilization of goods, as provided for under the Special Economic Zones Rules, 2006.

Yours faithfully

Deputy Secretary / Director

Department of Commerce

Notes:

- 1) Substituted vide Notification no. G.S.R.982(E), dated 16-12-2010

FORM C1

APPLICATION FOR EXTENSION OF VALIDITY OF APPROVAL GRANTED

UNDER RULE 6(2)(a)

[Refer rule 6(2)(a)]

1. Name and address of the Developer :
2. Letter of Approval No. and date :
3. Type of Special Economic Zone : Multi-Product :
/ Sector Specific
4. If Sector specific, name of the sector for which :
approval has been given
5. Date of grant of formal approval :
6. Expiry date of Formal approval of the Special :
Economic Zone
7. Whether application for extension has been :
made before the expiry date of present formal
approval ?

if yes, date of application of extension

8. Date upto which extension has been sought :
9. Whether the Special Economic Zone has been :
notified?

If yes, date of Notification

10. If notified, has the demarcation order into :
processing and non-processing area been issued
by Development Commissioner
11. Please list out the other steps which have :
been taken for implementation of the project
within the stipulated time frame of 3 years. List the
default operations carried out like preparation of
the site, boundary walls, administrative block,
electrification, roads, water pipelines, other
authorized activities etc for implementing the
Special Economic Zone. Please give descriptive
details:
12. Proposed time frame for completion of the :
project
13. Reasons for seeking extension :

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statements furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

Place:

Date:

Signature of the Applicant

Name in Block Letters

Designation

Official Seal/Stamp

Tel. No

E-mail

Web-Site, if any

Full Residential Address

Recommendation of Development Commissioner

The proposal has been examined and my recommendation is as follows:

Signature of Development Commissioner

FORM C2

APPLICATION FOR EXTENSION OF VALIDITY OF APPROVAL GRANTED

UNDER RULE 6(2)(B)

[Refer rule 6(2)(b)]

| | | |
|--|---|--|
| 1. Name and address of the Developer | : | |
| 2. Letter of Approval No. and date | : | |
| 3. Type of Special Economic Zone Multi-Product / Sector Specific | : | |
| 4. If Sector specific, name of the sector for which approval has been given | : | |
| 5. Expiry date of In-principal approval of the Special Economic Zone | : | |
| 6. Whether application for extension has been made before the expiry date of present in-principal approval? if yes, date of application of extension | : | |
| 7. Date upto which extension has been sought | : | |
| 8. Whether the request is for first extension or for second extension | : | |
| 9. What is total proposed area of the land (in hectares) for this Special Economic Zone | : | |
| 10. How much land has been acquired so far | : | |
| 11. Estimated time required for acquisition of the balance land | : | |
| 12. Reasons for seeking extension | : | |

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

Place:
Date:

Signature of the Applicant
Name in Block Letters Designation
Official Seal/Stamp
Tel. No
E-mail
Web-Site, if any
Full Residential Address

Recommendation of Development Commissioner

The proposal has been examined and, my recommendation is as follows:

Signature of Development Commissioner

FORM C3

APPLICATION FOR SEEKING CHANGE IN SECTOR

[Refer rule 6A (I)]

1. Name and address of the Developer :
2. Letter of Approval No. and date :
3. Name of the sector for which approval has been given :
4. Name of sector to which change sought :
5. Date of grant of formal approval :
6. Expiry date of Formal approval of the Special Economic Zone :
7. Whether the Special Economic Zone has been notified ? If yes, date of Notification :
8. Reasons for seeking change in sector :

9. I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

Place:

Date:

Signature of the Applicant

Name in Block Letters

Designation

Official Seal/Stamp

Tel. No

E-mail

Web-Site, if any

Full Residential Address

Recommendation of Development Commissioner

The proposal has been examined and my recommendation is as follows:

Signature of Development Commissioner

FORM C4

APPLICATION FOR INCREASE IN AREA

[Refer rule 6A (II)]

1. Name and address of the Developer :
2. Letter of Approval No. and date :
3. Name of the sector for which approval has been :
given
4. Present Area of Special Economic Zone. (in :
hectare)
5. Additional area sought (in hectare) :
6. Whether the additional area is vacant, :
contiguous and in possession and fulfils all the
conditions of rule 7
7. Total area after addition :
8. Whether additional area to be included :
contiguous to the already notified area
9. Date of grant of formal approval :
10. Expiry date of Formal approval of the Special :
Economic Zone
11. Whether the Special Economic Zone has been :
notified? If yes, date of Notification
12. Reasons for increase in area :

13. I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

Place:

Signature of the Applicant

Date:

Name in Block Letters Designation

Official Seal/Stamp

Tel. No

E-mail

Web-Site, if any

Full Residential Address

Recommendation of Development Commissioner

The proposal has been examined and my recommendation is.as follows:

Signature of Development Commissioner

FORM- C5

APPLICATION FOR DECREASE IN AREA

[Refer rule 6A (iii)]

| | | |
|--|---|--|
| 1. Name and address of the Developer | : | |
| 2. Letter of Approval No. and date | : | |
| 3. Name of the sector for which approval has been given | : | |
| 4. Present Area of Special Economic Zone (in hectare) | : | |
| 5. Decrease of area sought (in hectare) | : | |
| 6. Total area after decrease | : | |
| 7. Whether after decrease in area, remaining area would be contiguous | : | |
| 8. Date of grant of formal approval | : | |
| 9. Expiry date of Formal approval of the Special Economic Zone | : | |
| 10. Whether the Special Economic Zone has been notified ? If yes, date of Notification | : | |
| 11. Total Duty benefits and tax exemption availed on the area proposed to be deleted (in Rupees Crore) | : | |
| 12. Reasons for decrease in area | : | |

13. I/ We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

Place:

Signature of the Applicant

Date:

Name in Block Letters Designation

Official Seal/Stamp

Tel. No

E-mail

Web-Site, if any

Full Residential Address

Recommendation of Development Commissioner

The proposal has been examined and my recommendation is as follows:

Signature of Development Commissioner

FORM C6

APPLICATION FORM FOR DENOTIFICATION

[Refer rule 8]

1. Name and address of the Developer :
2. Letter of Approval No. and date :
3. Name of the sector for which approval has been :
given
4. Present Area of SEZ (in hectare) :
5. Date of grant of formal approval :
6. Date of Notification :
7. Reasons for seeking withdrawal of notification of :
SEZ
8. Total Duty benefits and tax exemption availed on :
the area proposed to be deleted (in Rupees crore)

9. I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that action may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

- | | |
|------------|-----------------------------|
| 10. Place: | Signature of the Applicant |
| 11. Date: | Name in Block Letters |
| | Designation |
| | Official Seal/Stamp Tel. No |
| | E-mail |
| | Web-Site, if any |
| | Full Residential Address |

Recommendation of Development Commissioner

The proposal has been examined and my recommendation is as follows:

- a) There is no unit in the Zone / Units in the Zone have been debonded.
- b) No duty exemption has been availed by the Developer./An amount equivalent to the tax/duty exemption availed has been deposited to the Government Account.

Signature of Development Commissioner

FORM - C7

APPLICATION FOR APPROVAL OF AUTHORISED OPERATIONS

[Refer rule 9]

1. Name and address of the Developer :
2. Letter of Approval No. and date :
3. Type of Special Economic Zone Multi-Product / Sector Specific :
4. If Sector specific, name of the sector for which approval has been given :
5. Date of notification of the Special Economic Zone :
6. Total area of the Special Economic Zone (in hectare) :
7. Total processing area of the Special Economic Zone (in hectare) :
8. Total non-processing area of the Special Economic Zone (in hectare) :
9. Total proposed investment in the Special Economic Zone (in Rs. Crore) :
10. Investment already made so far (in Rs. Crore) :
11. Total number of people proposed to be employed in the Special Economic Zone :
12. Details of the activities in the processing area for which approval have been sought :

| S. No | Name of the authorized activity | No. of Units | Area per unit(in sq. mtrs) as per FSI/FAR norms as applicable | Total area (in sq. mtr) / capacity (in MW) |
|-------|---------------------------------|--------------|---|--|
| (1) | (2) | (3) | (4) | (5) |
| | | | | |

Note : Wherever information is not required, please indicate "NA".

13. Justification for approval sought under S.No. 12.:

14. Details of the activities in the non-processing area for which approval have been sought :

| S. No | Name of the authorized activity | No. of Units | Area per unit(in sq. mtrs) as per FSI norms as | Total area (in sq. mtr) / capacity (in MW) |
|-------|---------------------------------|--------------|--|--|
| | | | | |

| | | | | |
|-----|-----|-----|------------|-----|
| | | | applicable | |
| (1) | (2) | (3) | (4) | (5) |
| | | | | |

Note : Wherever information is not required, please indicate

"NA".

15. Justification for approval sought under S.No. 14.

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/ We will abide by any other condition, which may be stipulated by the Government of India. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statements furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

Place:

Date:

Signature of the Applicant

Name in Block Letters

Designation

Official Seal/Stamp

Tel. No

E-mail

Web-Site, if any

Full Residential Address

Recommendation of Development Commissioner

The proposal has been examined and-my recommendation is as follows:

Signature of Development Commissioner

Form D

BOND-CUM-LEGAL UNDERTAKING FOR DEVELOPER

(See sub-rule (5) of rule 12 and sub-clause(ii) of sub-rule (1) of rules 22)

We having our registered office at hereinafter referred to as the Obligors (which expression shall, unless repugnant to the context or meaning thereof, include our heirs, successors, executors, administrators, liquidators, legal representatives and assignees) hereby hold and firmly bind ourselves jointly and severally unto the President of India, acting through the Development Commissioner and the Specified Officer hereinafter referred to as 'the Government' in the sum of Rs. Rupees only) for which payment to be well and truly made, we, the obligors bind ourselves by these presents.

Whereas we, the obligors have been granted by the Government a Letter of Approval to develop, operate and maintain Special Economic Zone or develop, operate and maintain infrastructure facilities in Special Economic Zone on the terms and conditions stipulated in the Letter of Approval number dated and we the obligors have duly accepted the said terms and conditions.

And whereas the Specified Officer has approved the place of storage of goods in Special Economic Zone in terms of Special Economic Zones Rules, 2006 wherein the dutiable goods, imported or sourced indigenously or sourced from other export oriented units, or software technology park units or electronic hardware technology park units or Special Economic Zone units in the same Special Economic Zone or other Special Economic Zone by us from time to time for the purposes of carrying out authorized operations availing exemptions from payment of duties, taxes or cess or drawback and concessions under sections 7 and 26 of the Special Economic Zones Act, 2005, could be deposited for a period of one year or such extended period as may be extended by the Specified Officer.

And whereas the Specified Officer has permitted the obligors to clear duty free imported goods from ports or airports or inland container depots or specified land custom stations or customs warehouses or international exhibition held in India, as the case may be, for admission into the special economic zone

And whereas the Specified Officer has permitted the obligors admission of duty free imported goods and duty free goods procured from the domestic tariff area, hereinafter referred to as goods, into the special economic zone as provided under the Special Economic Zones Act, 2005 and the rules and orders made thereunder.

And whereas the Specified Officer has permitted provisional assessment of goods brought into the special economic zone by the above obligors from time to time which could not be finalized for want of full information as regard to value or description or quality or the proof thereof or for the non-completion of the chemical or other tests in respect thereof or otherwise as per request of the obligors.

Now the conditions of the above written bond-*cum*-legal undertaking are that:

1. We, the obligors shall observe all the provisions of the Special Economic Zones Act, 2005 and the rules and orders made thereunder in respect of the said goods.
2. We, the obligors shall refund an amount equal to the benefits of exemptions, drawback, cess and concessions availed on account of the goods and services in terms of provisions of rule 2 of Special Economic Zones Rules, 2006
- .
4. We, the obligors, shall furnish to the Assistant Commissioner of Customs or Deputy Commissioner of Customs as the case may be, at port or airport or inland container depot or inland customs station or a warehouse evidence to his satisfaction within a period of forty-five days from the date of dispatch from any warehouse or unit that the said goods have duly arrived in the Special Economic Zone
- .
4. We, the obligors shall be wholly and solely responsible for ensuring that there shall be no pilferage during transit of the said goods when dispatched from the place of import or the factory of manufacture or from the warehouse to the Special Economic Zone and vice versa and we, the obligors, shall pay the duty on pilfered goods, if any.
5. We, the obligors shall maintain detailed accounts of all goods imported or procured from Domestic Tariff Area or consumed and utilized, in proper form, including of those remaining in stock and those sent temporarily outside the Special Economic Zone in the Domestic Tariff Area under our obligation, and shall produce such accounts for inspection of the Specific Officer or such other authorized officer.
6. We, the obligors shall, submit to the Development Commissioner and the Specified Officer, quarterly and half yearly returns within a period of thirty days following the close of quarter/half year, as prescribed under the Special Economic Zones Rules, 2006. In case of wrong submission of such information or failure to submit such information within the stipulated time, the permission granted to us for carrying out the authorized operations may be withdrawn and/or the permission for further imports/domestic procurement and sales in the Domestic Tariff Area may be stopped.

7. We, the obligors shall fulfill other conditions stipulated in the Special Economic Zones Act, 2005, Special Economic Zones Rules, 2006 and orders made there-under, as amended from time-to-time.
8. We, the obligors shall not change the name and style under which we, the obligors, are doing business or change the location except with the written permission of the Development Commissioner of Special Economic Zone.

If each and every one of the above conditions is duly complied with by us, the obligors, the above written bond-*cum*-legal undertaking shall be void and of no effect, otherwise the same shall remain in full force and effect and virtue.

It is hereby declared by us, the obligors, and the Government as follows -

1. The above written bond-*cum*-legal undertaking is given for the performance of an act in which the public are interested.
2. The Government through the Specified Officer or any other authorized officer may recover the sums due from the obligors as provided for in condition 2 above.

And the President of India shall, at his option, be competent to make good all the loss and damages by endorsing his rights under the above written bond-*cum*-legal undertaking or both.

I/We further declare that this bond-*cum*-legal undertaking is given under the orders of the Central Government in the performance of an act in which the public are interested. In these presents the words imposing singular only shall also include the plural and vice versa where the context so requires. In witness whereof these presents have been signed this dayof 20 here-in-before written by the obligor(s).

Place :

Date :

Signature of the Obligors

Name and Residential address

| | | |
|---------|-----------------|----------------|
| Witness | (1) Address (1) | Occupation (1) |
| | (2) Address (2) | Occupation (2) |

Accepted for and on behalf of the President of India onday of20.....

Development Commissioner/Specified Officer

Signature and date

Name

Designation

Form E
FORMAT FOR QUARTERLY AND HALF-YEARLY REPORT FOR SEZ
DEVELOPER/ CO-DEVELOPER TO BE FURNISHED TO THE DEVELOPMENT
COMMISSIONER
(See rules 12 and 22)

Period

**PERIOD OF REPORTING: QUARTERLY (APRIL-JUNE)(JULY-
SEPTEMBER)(OCTOBER DECEMBER)(JANUARY-MARCH) AND HALF-
YEARLY (APRIL-SEPTEMBER AND OCTOBER-MARCH)**

1. Name and address of the Developer/Co-developer
2. Letter of Approval No. and date
3. Name and address of Developer/Co-Developer,
4. Details of authorized operations approved by the Board
5. Land
 - i. Total area proposed for development
 - ii. Area now in possession and future development plans
 - iii. Area earmarked for processing area
 - iv. Details of processing area developed.
6. (a) Details of imports or procurement of goods made for authorized operations from inception till last quarter/half-year (opening balance).

(b) Details of imports or procurement of goods made for authorized operations during the current quarter/half-year.

(c) Details of consumption of goods imported or procured [(a)+(b)]
7. Details of goods (imported or procured) held in stock at the end of the quarter/half-year.

(a) + (b) - (c)
8. Details of infrastructure developed:-

In the processing area

In the non-processing area

9. Other details of progress of implementation of the project.

(Signature)

Developer/Co-developer(s)

Form F
CONSOLIDATED APPLICATION FORM for
(See rule 17)

1. Setting up of units in Special Economic Zone;
 2. Annual permission for sub-contracting;
 3. Allotment of Importer Exporter Code Number;
 4. Allotment of land/industrial sheds in the Special Economic Zone;
 5. Water Connection;
 6. Registration-*cum*-Membership Certificate;
 7. Small Scale Industries Registration;
 8. Registration with Central Pollution Control Board;
 9. Power connection;
 10. Building approval plan;
 11. Sales Tax registration;
 12. Approval from Inspectorate of factories;
 13. Pollution control clearance, wherever required;
 14. Any other approval as may be required from the State Government.
-
1. The application should be submitted to the Development Commissioner of the concerned Special Economic Zone in 5 copies along with a crossed Demand Draft of rupees five thousand drawn in favour of The Pay & Accounts Officer of the concerned Special Economic Zone together with a project report giving details of activities proposed.

For Official Use only

| | |
|------------------------|-------|
| Application No. | |
| Date: | |
| Details of Bank Draft. | ----- |
| Amount Rs. | |
| Draft No. | |
| Draft date | |
| Drawn on | |
| (Name of the Bank) | ----- |
| Payable at | |

PART I

- I. Name and full address of applicant firm/ company (in block letters)
- Registered Office in case of limited company & Head

Office for others)
Pin Code
Tel. No.
Fax No.
Permanent E-Mail Address
Web-Site, if any
Passport No., if any
Name of Bank with Address & Account No.
Digital Signature
Income Tax PAN (attach copy)

II. Constitution of the applicant firm: Public Limited Company

[Tick (v) appropriate entry] Private Limited Company

Partnership

Proprietor ship

Others (please specify)

(Attach copy of Certificate of Incorporation alongwith Articles of Association and Memorandum of Association in case of companies and partnership deed in case of partnership firms.)

III. Nature of the industrial undertaking⁰

- i. Large scale
- ii. Medium scale
- iii. Small scale

IV. Name and complete address of each _____ of the Directors/Partners/Proprietor, as the case may be with Telephone numbers

V. ITEM (S) OF MANUFACTURE/SERVICE ACTIVITY:-

(Including By-product/Co-products)
(If necessary, additional sheets may be attached)

| Item(s) Description | Capacity(Unit =) (Not required for service unit) |
|---------------------|--|
| | |
| | |

.....

VI. Investment:
(Rs in lakhs)

- (a) Plant and Machinery
 (i) Indigenous
 (ii) Import CIF value
 (iii) Total (i) + ii)

(b) Details of source(s) of finance

VII. Import and indigenous requirement of materials and other inputs:

(Value in Rupees)

Import Indigenous

- a. Capital Goods
b. Raw material, components, consumables, packing material, fuel etc. for 5 years (Give details in project report, namely list of Capital Goods, description of raw materials, and other inputs, etc).

TOTAL:

VIII. INFRASTRUCTURE REQUIREMENTS

1. Requirement of land: - (Area
 in sq. mtrs.)

 i. factory & offices
 ii. Warehousing/storage
 iii. Others, specify

2. Requirement of built-up area

3. Requirement of Water (in
 Kilo Litres)

 i. For industrial (process) purposes
 ii. For drinking purposes
 iii. Others, specify
 iv. Total requirement

4. Effluent Treatment

- i. Quantum and nature of effluents and mode of disposal
- ii. Specify whether own Effluent Treatment Plant will be created

5. Requirement of Power
(in KVA)

IX. EMPLOYMENT MenWomen

X. WHETHER FOREIGN TECHNOLOGY AGREEMENT IS ENVISAGED (Tick (3)
the appropriate entry)

Yes No

- i. Name and Full Address of foreign collaborator
- ii. Nature of Collaboration

1. Equity Participation including Foreign Investment

| (i) | (\$ in thousand) | (Rs. in lakhs) |
|---------------------|------------------|----------------|
| (a) Authorized | | |
| (b) Subscribed | | |
| (c) Paid up Capital | | |

Note: If it is an existing company, give the break up of existing and proposed capital structure.

(ii) Pattern of share holding in the paid-up capital

| | (Amount in Rupees) | |
|--|--------------------|------------------|
| | (Rs. in lakhs) | (US \$ Thousand) |
| (a) Foreign holding | | |
| (b) Non Resident Indian company/Individual holding | | |
| (i) Repatriable | | |
| (ii) Non-repatriable | | |
| (c) Resident holding | | |
| (d) Total Equity | | |
| (e) External commercial Borrowing (give details) | | |

2. Technical collaboration (furnish details in project report)

(a) Lump sum payment (Gross of Taxes)
.....

- (b) Design & Drawing fee
- (c) Payment to foreign technician
- (d) Royalty (on exports)%
- (e) Royalty (on domestic tariff area sales if envisaged)
- (f) Duration of agreement (Number of years)

3. Marketing collaboration (furnish details in project report)

XI. Foreign Exchange Balance sheet

Total Total

1st 2nd 3rd 4th 5th (5 yrs)

Rs. In lakhs/\$ in thousand

| |
|---|
| 1. FOB value of exports in first five years |
| 2. *Foreign Exchange outgo on for the first five years |
| 3. Net Foreign Exchange earnings For the first five years (1)–(2) |

*Foreign exchange outgo shall include the CIF value of import of machinery, raw material, components, consumables, spares, packing materials and amount of repatriation of dividends and profits, royalty, lump sum knowhow fee, design and drawing fee, payment of foreign technicians, payment on training of Indian technicians abroad, commission on export, interest on external commercial borrowings, interest on deferred payment credit and any other payments.

XII. OTHER INFORMATION

- (i) Whether the applicant has been issued any Industrial
license or LOI/LOA under EOU/SEZ STP/EHTP
scheme. If so, give full particulars, namely reference
number, date of issue, items of manufacture and
progress of implementation of each project.
- (ii) Whether the applicant or any of the partner/Director
who are also partners Directors of another company
or firms its associate concerns are being proceeded
against or have been debarred from getting any
License/Letter of Intent/Letter of Permission under

Foreign Trade (Development and Regulation) Act,
1992 or Foreign Exchange Management Act, 1999
or Customs Act, 1962 or Central Excise Act, 1944.

| | | | |
|---------------------|-------|----------------------------|-------|
| Place : | | Signature of the Applicant | |
| Date : | | Name in Block Letters | |
| | | Designation | |
| Official Seal/Stamp | | Tel. No. | |
| | | E-mail | |
| | | Web-Site, if any | |
| | | Full Residential Address | |

UNDERTAKING

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We shall abide by any other condition, which may be stipulated by the Development Commissioner. I/We fully understand that any Permission Letter/Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein furnished are incorrect or false.

| | | | |
|---------------------|-------|----------------------------|-------|
| Place : | | Signature of the Applicant | |
| Date : | | Name in Block Letters | |
| | | Designation | |
| Official Seal/Stamp | | Tel. No. | |
| | | E-mail | |
| | | Web-Site, if any | |
| | | Full Residential Address | |
| | | Tel. No. | |

Note: Formats of application not given herein may be obtained from the Development Commissioner.

PART II

If sub-contracting is envisaged in the manufacturing operations, furnish following details:

- i. Sub-contracting permission is required for -
 - a. part of the production process (quantify)
 - b. any particular production process (give details)
- ii. Name and address and other particulars of sub-contractor and whether the sub-contractor is
 - a. Domestic Tariff Area unit/Central Excise Registered or otherwise
 - b. Other Special Economic Zone unit
 - c. Export Oriented unit or Electronic Hardware Technology Park unit or Software Technology Park unit.

¹[FORM F1

LETTER OF APPROVAL RENEWAL APPLICATION FORM

(See rule 19(6A)(1))

Application for renewal of Letter of Approval for the block of five years under sub-rule (6A) of rule 19

PART I

| S No. | Particulars | |
|-------|---|--|
| 1. | Name of Unit and full address in Special Economic Zone | |
| 2. | Full address of Registered Office | |
| 3. | Telephone/Fax Nos: | |
| 4. | Permanent E-Mail address | |
| 5. | Original Letter of Approval No. and Date | |
| 6. | Date of renewal of Letter of Approval, if any | dd/mm/yyyy |
| 7. | Date of commencement of production | dd/mm/yyyy |
| 8. | Date of expiry of Letter of Approval | dd/mm/yyyy |
| 9. | ID and date of application for renewal of LOA filed in SEZonline-ndml.com | |
| 10. | Income Tax Permanent Account Number | |
| 11. | Constitution of the Application Firm (Tick the appropriate entry) | Public Ltd/ Private Ltd/ Partnership/ Proprietorship/ Others |

PART II

| Activity of Unit | | Existing | Proposed for the renewed period |
|---|------------|----------|---------------------------------|
| 1.Item of Manufacture/service activity (including by product/co-products) | | | |
| 2.Investment in Capital Goods (in Rs. Lakhs) | Indigenous | | |
| | Import | | |

| | | | |
|---|------------|--|--|
| 3. Investment in Raw Materials (in Rs. Lakhs) | Indigenous | | |
| | Import | | |
| 4. Employment | Men | | |
| | Women | | |

FOREX Balance Sheet for the current block (Rs. in Lakhs)

| Sl. No. | Items | 1st | 2nd | 3rd | 4th | 5th | Total |
|---------|--|-----|-----|-----|-----|-----|-------|
| 1. | Free on Board value of Exports in first 5 years | | | | | | |
| 2. | *Foreign Exchange Outgo on for the first five years | | | | | | |
| 3. | Net Foreign Exchange earnings for the first five years (1-2) | | | | | | |

FOREX Balance Sheet proposed for next block (Rs. in Lakhs)

| Sl. No. | Items | 1st | 2nd | 3rd | 4th | 5th | Total |
|---------|--|-----|-----|-----|-----|-----|-------|
| 1. | Free on Board value of Exports in first 5 years | | | | | | |
| 2. | *Foreign Exchange Outgo on for the first five years | | | | | | |
| 3. | Net Foreign Exchange earnings for the first five years (1-2) | | | | | | |

*Foreign Exchange outgo shall include Cost, Insurance and Freight value of import of machinery, raw material, components, consumables, spares, packing material and amount of repatriation of dividends and profits, royalty, lump sum knowhow fee, design and drawing fee, payment to foreign technicians, payments on training of Indian technicians abroad, commission on export, interest on external commercial borrowings, interest on deferred payment credit and other payments.

Place:

Date:
Applicant

Signature of the

Name in Block Letters

Designation

Telephone No:

Mobile No:

E-mail Address:]

*******Notes**

1. Inserted vide [Notification No. G.S.R. 909\(E\) dated 19-09-2018](#)

FORM ¹F 2
FORMAT FOR RENEWAL OF LETTER OF APPROVAL FOR UNIT
(See rule 19 (6A)(3))

OFFICE OF DEVELOPMENT COMMISSIONER, SPECIAL ECONOMIC
ZONE DEPARTMENT OF
COMMERCE, GOVERNMENT OF INDIA

F No.

Dated:

To

M/s Name and Address of the unit

**Subject: Renewal of Letter of Approval issued to M/s, a
unit in Special**

Economic Zone for continued Operation under the SEZ Scheme- reg.

Sirs,

With reference to your application No..... dated, the validity of
Letter of Approval No.dated
..... issued to M/s is hereby extended for block of 5
years i.e. from **dd.mm.yyyy** to
dd.mm.yyyy for undertaking authorized operations, namely, in
..... Special Economic Zone, in
.....state. All other terms and conditions stipulated in the original Letter of
Approval shall remain unchanged. Your application for renewal of Letter of
Approval has been considered on the basis of projections given therein and
the same has been given below.

| Sl. No. | Items | 1 st | 2 nd | 3 rd | 4 th | 5 th | Total |
|------------|---|-----------------|-----------------|-----------------|-----------------|-----------------|-------|
| 1. | Free on Board value of Exports for 5 years | | | | | | |
| 2. | *Foreign Exchange Outgo on for the first five years | | | | | | |
| 3. | Net Foreign Exchange earnings for five years (1-2) | | | | | | |

2. You are required to execute a fresh Bond Cum Legal Undertaking with this office in respect of the extended period.
3. Please keep this letter attached with the original Letter of Approval cited above and acknowledge the receipt.

Yours
faithfully

¹ Inserted vide [Notification No. G.S.R. 909\(E\) dated 19-09-2018](#)

(Development Commissioner)

..... Special Economic Zone

Copy to:

1. The Specified Officer,..... Special Economic Zone.
2. Database Manager.

*Foreign Exchange outgo shall include Cost, Insurance and Freight value of import of machinery, raw material, components, consumables, spares, packing materials and amount of repatriation of dividends and profits, royalty, lump sum knowhow fee, design and drawing fee, payment to foreign technicians, payments on training of Indian technicians abroad, commission on export, interest on external commercial borrowings, interest on deferred payment credit and any other payments.”.

(FORMAT FOR LETTER OF APPROVAL FOR UNIT)
(See rule 19)

**OFFICE OF DEVELOPMENT COMMISSIONER,.....
SPECIAL ECONOMIC ZONE
DEPARTMENT OF COMMERCE, GOVERNMENT OF INDIA**

Dated the

Subject: Your proposal for setting up a unit in the Special Economic Zone.

Reference: Your application No.dated

Dear Sirs,

With reference to the above mentioned application, Development Commissioner ,....., Special Economic Zone is pleased to extend to you all the facilities and entitlements admissible to a unit in a Special Economic Zone subject to the provisions of the Special Economic Zones Act, 2005 and the rules and orders made thereunder and for the establishment of a unit at in the State of for undertaking authorized operations, namely, manufacture and rendering services including trading as under:-

Authorized Operations

1. Items (s) of manufacture
2. Service activities:

This approval is subject to following terms and conditions:

- i. You shall export the goods manufactured/ goods imported/procured for trading and services, including items of trading, as per provisions of the Special Economic Zones Act, 2005 and Rules made thereunder for a period of five years from the date of commencement of production/service activities. For this purpose, you shall execute the Bond-cum-Legal Undertaking as prescribed under the Special Economic Zones Rules, 2006.
- ii. You shall fulfil the pollution control requirements, as may be prescribed by the Pollution Control authorities.
- iii. You shall achieve positive Net Foreign Exchange (NFE) as prescribed in the Special Economic Zones Rules, 2006 for the period you operate as a Unit in the Special Economic Zone from the commencement of production, failing which you shall be liable for penal action under the Foreign Trade

(Development and Regulation) Act, 1992.

- iv. You may import or procure from the Domestic Tariff Area all the items required for your authorized operations under this approval, except those prohibited under the ITC (HS) Classifications of Export and Import items.
- v. You may supply/sell goods or services in the Domestic Tariff Area in terms of the provisions of the Special Economic Zones Act, 2005 and rules and orders made thereunder.
- vi. This Letter of Approval is valid for a period of one year from its date of issue. You shall implement the project and commence production within one year period or within such period as may be extended.
- vii. Date of commencement of production shall be intimated to the Development Commissioner.
- viii. This Letter of Approval shall be valid for a period of five years from the date of commencement of production.
- ix. The approval is based on the details furnished by you in your project proposal/application.
- x. You shall abide by the provisions of Special Economic Zones Act, 2005 and the rules and orders made thereunder.
- xi. You have the option to renew the approval or exit in terms of the provisions of the Special Economic Zones Act, 2005 and the rules and orders made thereunder.
- xii. You shall confirm acceptance of the above terms and condition to the Development Commissioner within forty-five days of issue of this Letter of Approval.
- xiii. If you fail to comply with the conditions stipulated above, this Letter of Approval shall be cancelled as per the provisions of the Special Economic Zones Act, 2005 and the rules and orders made thereunder.
- xiv. All future correspondence including for amendments/changes in terms and conditions of the Letter of Approval or for extension of its validity shall be addressed to the Development Commissioner.

Yours faithfully,

Development Commissioner

.....SEZ

Copy forwarded to: -

Asstt Commissioner/Deputy Commissioner/Joint Commissioner
(Custom)..... Special Economic Zone

Form H

BOND-CUM-LEGAL UNDERTAKING FOR SPECIAL ECONOMIC ZONE UNIT

(See rule 22)

A bond-cum-legal undertaking made this day of20.... between M/s. (legal status i.e. a company or firm), a unit in a Special Economic Zone (SEZ) having its registered office at and factory/service unit at (hereinafter referred to as "the obligors" which expression shall, unless repugnant to the context or meaning thereof, include its heirs, successors, executors, administrators, liquidators, legal representatives and assignees) hereby hold and firmly bind ourselves jointly and severally unto the President of India acting through the Development Commissioner of Special Economic Zone and the Specified Officer (hereinafter jointly referred to as "Government") in the sum of Rs. (Rupees only) for which payment to be well and truly made, we, the obligors, bind ourselves by these presents.

Whereas the Development Commissioner has issued Letter of Approval No. dated to the obligors, containing the terms and conditions for setting up and operating the unit in the Special Economic Zone, including the requirement of achieving positive Net Foreign Exchange Earning as provided under the Special Economic Zones Rules, 2006 and orders made thereunder, hereinafter referred to as the rules, and the obligors have duly accepted the terms and conditions of the said Letter of Approval, *vide* their letter No. dated

And whereas we, the obligors have been authorized the use of the premises, namely, in the Special Economic Zone wherein dutiable goods, imported or procured from Domestic Tariff Area or procured from Export Oriented units or Software Technology Park units or Electronic Hardware Technology Park units or Special Economic Zone units in the same Special Economic Zone or other Special Economic Zone for the purpose of carrying out the authorized operations, hereinafter referred to as the goods availing exemption from payment of duties, taxes or cess or drawback and concessions under sections 7 and 26 of the Special Economic Zones Act, 2005 could be admitted and deposited for a period which is co-terminus with the validity period of Letter of Approval.

And whereas the obligors can clear duty free imported goods from ports or airports or inland container depots or specified land custom stations or customs warehouse or international exhibitions held in India, as the case may be, for admission into the Special Economic Zone.

And whereas the obligors may remove the goods or goods manufactured or services, without payment of duty and dispatch the same by air or sea or rail or road or courier or post for export to foreign countries or supply to other export oriented units or to electronic hardware technology park units or to software technology park units or to units in the same or other Special Economic Zone, without payment of duty.

And whereas the obligors have been permitted to remove the said goods or goods partially manufactured or processed therefrom to any other place in the Domestic Tariff Area without payment of duty for the purpose of sub-contracting or test or repair or calibration or re-engineering or re-conditioning or display and to be returned to the unit thereafter as per the provisions of the Special Economic Zones Act, 2005 and rules and orders made thereunder.

And whereas the Specified Officer has permitted provisional assessment of goods brought into the special economic zone or manufactured by the obligors from time to time which could not be finalized for want of full information as regard to value or description or quality or the proof thereof or for the non-completion of the chemical or other tests in respect thereof or otherwise at the request of the obligors.

Now the conditions of the above written bond-*cum*-legal undertaking are that:

1. We, the obligors shall abide by all the provisions of the Special Economic Zones Act, 2005 and the rules and orders made thereunder in respect of the goods for authorized operations in the Special Economic Zone.
2. We, the obligors shall pay on or before a date specified in a notice of demand, all duties chargeable on the goods not removed on termination of validity here-in-stated-above of the Letter of Approval.
3. We, the obligors shall furnish to the Asstt. Commissioner of Customs or Dy. Commissioner of Customs, as the case may be, at port or airport or inland container depot or land customs station or a warehouse evidence to his satisfaction within a period of forty-five days from the date of dispatch from any warehouse or unit that the said goods have duly arrived in our unit in the Special Economic Zone.
4. We, the obligors shall be wholly and solely responsible for ensuring that there shall be no pilferage during transit of the said goods when dispatched from the place of import or the factory of manufacture or from the warehouse to the unit in the Special Economic Zone and vice versa and we, the obligors, shall pay the duty on pilfered goods, if any.
5. We, the obligors shall maintain accounts of all goods imported or procured from the Domestic Tariff Area or consumed and utilized, in proper form, including those remaining in stock and those sent temporarily out side the Special Economic Zone in the Domestic Tariff Area under our obligation and shall

produce such accounts for inspection of the Specified Officer or Authorized Officer.

6. We, the obligors shall intimate the date of commencement of the production/service activities for export within one month of such date to the Development Commissioner.
7. We, the obligors shall, after the commencement of production or service activities, submit to the Development Commissioner and the Specified Officer, Annual Performance Return within a period of ²[one hundred eighty days] following the close of financial year, in the form prescribed under the Special Economic Zones Rules, 2006, certified by a Chartered Accountant. In case of wrong submission of such information or failure to submit such information within the stipulated time, the permission granted to us for carrying out the authorized operations may be withdrawn and/or the permission for further imports and sales in the Domestic Tariff Area may be stopped.
8. We, the obligors shall achieve positive Net Foreign Exchange Earning and shall fulfil other conditions stipulated in the Letter of Approval and in case of failure to achieve the said positive Net Foreign Exchange Earning, except when the fulfilment of such conditions is prevented or delayed because of any law & order, proclamation or regulation or ordinance of the Government, we shall be liable for penal action under the provisions of the Foreign Trade (Development and Regulation) Act, 1992.
9. We, the obligors shall pay the duties on the goods and services sold in Domestic Tariff Area in terms of Special Economic Zones Act, 2005 and the rules and orders made thereunder.
10. We, the obligors shall refund an amount equal to the benefits of exemptions, drawback, cess and concessions availed on account of the goods and services in

² Substituted vide G.S.R. 1094(E) - Dated 21-11-2016, before it was read as, "ninety days"

terms of provisions of rule 25 of Special Economic Zones Rules, 2006.

11. We, the obligors shall not dispose of goods and services admitted into the Special Economic Zone or goods manufactured or services to the Domestic Tariff Area except as provided under Special Economic Zones Act, 2005 and the rules and orders made thereunder.
12. We, the obligors shall comply with the conditions and limitations stipulated in the rules on temporary removal of goods to the Domestic Tariff Area, without payment of duty, for the purposes of sub-contracting or test or repairs or reconditioning or processing or display.
13. 13. We, the obligors shall not change the name and style under which we, the obligors are doing business or change the location of the manufacturing premises except with the written permission of the Development Commissioner.
14. We, the obligors shall intimate any changes in the Board of Directors/Partners, telephone No., E-mail address, Web-Site, Passport No., Bank Address and Factory address, forthwith, to the Development Commissioner and the Specified Officer.
15. The Government through the Specified Officer or any other authorized officer may recover the sums due from the obligors as provided for in condition 2 above.

Provided that the President of India shall, at his option, be competent to make good all the loss and damages from the amount of the bond or by endorsing his rights under the above written bond or both.
16. Any other order issued by the Central Government in this regard shall be final and binding and we, the obligors hereby undertake to comply unconditionally with such an order.
17. We, the obligors shall be bound by the changes, if any, made in the provisions of the Special Economic Zones Act, 2005 and the rules.
18. Any stamp duties payable on this document or any document executed thereunder shall be borne by us.

If each and every one of the above conditions is duly complied with by us, the obligors, the above written bond-*cum*-legal undertaking shall be void and of no effect, otherwise the same shall remain in full force and effect and virtue.

It is hereby declared by us, the obligors, and the Government as follows -

1. The above written bond-*cum*-legal undertaking is given for the performance of an act in which the public are interested.

In these presents the words imposing singular only shall also include the plural and *vice versa* where the context so requires;

In witness whereof these presents have been signed this dayof 20.... hereinbefore written by the obligor(s).

Place

Date

Witness

(1) Address (1)Occupation (1)

(2) Address (2)Occupation (2)

Accepted for and on behalf of the President of India on day of ... 20....

Signature and date

Name

Development Commissioner/

Joint/Deputy Development Commissioner

Signature of the Obligor

Name and Residential address

Signature and date

Name

Jt./Dy./Asstt. Commissioner of Customs

³[Form-I

ANNUAL PERFORMANCE REPORT FOR UNITS

Period-----

(See rule 22)

PERIOD OF REPORTING: ANNUAL (APRIL-MARCH)

ID of online APR filed: _____

1. a) Name and factory address of the Unit :
b) LOA No. and Date :
c) Date of commencement of Production :
d) Permanent email ID
2. Item of manufacture/ service activity :
3. Services approved other than default services
EXPORT (INFLOW) (Rs. In Lakhs)
a) FOB value of exports for the Year (indicate items of exports) :
b) Value of supplies made under Rule 53A ('a' to 'k') :
c) Total value of exports for the year under report (a+b) :
d) Cumulative value of exports for the five year period :

³ Substituted vide NOTIFICATION No. G.S.R. 200(E) dated 07-03-2019

4. e) Countries of exports :
IMPORT (OUTFLOW) (Rs. in Lakhs)

A. Raw material and other inputs utilised

(a) Opening balance of imported raw material, consumables, components, packing material, services etc.,

(b) CIF value of raw material, consumables, components, packing material, services etc. imported during the year

(c) Cumulative value of raw materials, consumables, components, packing materials, services etc.

(d) Value of imported raw material, consumables, components, packing material etc. or finished goods/ services received from other units in SEZs/EOUs/EHTPs/STPs during the year

(e) Total (c+d)

(f) Value of imported raw material, consumables, components, packing material etc. or finished goods/services transferred to other units in SEZs/EOUs/EHTP/STP during the year

(g) Closing balance of imported raw material, consumables, components, packing material, services etc.

(h) Value of imported raw material, consumables, components, packing material, services etc. actually consumed during the year { (e)-[f+g] }

Gems and jewellery unit to specify the amount of gold, silver, platinum and other precious commodities in weight (kilograms) as on 31st March of the relevant financial year.

B. Capital goods

(i) Year-wise CIF value of capital goods imports

and spares till end of the year under report.

(ii) Value of imported Capital goods received from other units in SEZ/EOU/EHTP/STP during the year

(iii) Total (i) + (ii)

(iv) Values of imported Capital goods, and spares transferred to other units in SEZ/EOU/EHTP/ STP during the year

(v) Total value of imported capital goods and spares during the year (iii) – (iv)

(vi) Proportionate amortized value of imported capital goods taken for NFE calculations as per rule _____ of Special Economic Zones Rules, 2006

5. Other outflow of Foreign Exchange (Royalty, technical knowhow fee, repatriation of Dividend/ Profits, Payment of Sales Commission, Interest on overseas borrowings, etc.) during the year :
6. Total outflow [4.A.(h) + 4.B.(vi) + 5] :
7. Net Foreign Exchange Earning for the year [3.(c)- 6] :
8. Net Foreign Exchange Earning position at the end of previous year :
9. Cumulative Net Foreign Exchange Earning for the year period [7 + 8] :

Note: For details of calculation of NFE, please refer to Rule 53

10. Value Addition Achievement during the year :
(applicable for Gem & Jewellery Units)
(For calculation of Value Addition, please refer to Rule 53)
(Please attach a separate Value Addition Calculation sheet, if required, duly certified by Chartered Accountant or Cost Accountant.)

Part-II

1. DTA SALES Value (Rs. in lakhs)

- | | |
|---------------------------------------|---|
| (a) Sale of finished goods/services : | : |
| (b) Sale of rejects : | : |
| (c) Sale of by product : | : |
| (d) Sale of Waste/Scrap/Remnant : | : |
| (e) Total | : |

2. Capital structure of the enterprise

2. Capital structure of the enterprise

- | | | | |
|---------------------------|---|-----|-----|
| A. i) Authorised capital | : | | |
| ii) Paid up capital | : | | |
| B. Overseas investments:- | | FDI | NRI |

a) Approved

b) Actual Inflow during the year

c) Cumulative actual investment for 5 years

| | | |
|---------------|------|--------|
| 3. Employment | Male | Female |
|---------------|------|--------|

- | | |
|---|----------------|
| 4. Investment in the Zone (SINCE INCEPTION) | (Rs. In lakhs) |
| a) Building | _____ |
| b) Plant and Machinery | _____ |
| (i) Indigenous | _____ |
| (ii) Import CIF value | _____ |
| (iii) Total (i) + (ii) | _____ |

5. OTHER INFORMATION :

(1) External commercial borrowing
 External commercial borrowing pending at

the end of last year

(a) Less than three years Amount in \$:

(b) More than three years -do- :

(2) Cases pending for foreign exchange realization, including those of previous years, if any.

Date of export :

Name of importer :

Address :

Amount :

(SIGNATURE)

with Seal of Company

Note : The information given in the formats for Annual Performance Reports should be authenticated by the authorised signatory of the unit and certified by a Chartered Accountant or Cost Accountant.]

“FORM I

[Sec Section 8(8) and Rule 12(11)]

| COUNTERFOIL | DUPLICATE | ORIGINAL |
|--|--|--|
| The <u>Central Sales Tax</u> <u>(Registration and Turnover)</u> <u>Rules, 1957</u> Form I | The <u>Central Sales Tax</u> <u>(Registration and Turnover)</u> <u>Rules, 1957</u> Form I | The <u>Central Sales Tax</u> <u>(Registration and Turnover)</u> <u>Rules, 1957</u> Form I |
| Serial No..... Name of Issuing State..... Office of issue SEAL OF THE ISSUING AUTHORITY <u>Date of Issue</u> 1 (a) Name of the SEZ dealer b. Registration No,.....Dated..... (under the <u>Central Sales Tax Act, 1956</u>)(74 of 1956) c. Registration No.....Dated..... (under the General Sales Tax Act) 2. Full address of place of business..... 3. (a) Registration No. of the Special Economic Zone dealer issued by Development Commissioner of Special Economic Zone b. Description of goods approved by the Development | | |

| | | | | |
|---|-------|--------|--|--|
| Commissioner of Special Economic Zone. | | | | |
| 4. Details of the seller : (a) Name of the seller (b) Full address of place of business (c) Registration No..... dated..... (under the <u>Central Sales Tax Act, 1956</u>) (d) Registration No..... dated..... (under the General Sales Tax Act) | | | | |
| 5. Details of the goods purchased by Special Economic Zone dealer : | | | | |
| Invoice/bill/cash Memo | Dated | Amount | | |
| | Total | | | |
| Certificate I – Certified that the goods (the particulars) whereof have been specified in the form supplied in pursuance of our purchase order No.....dated..... purchased from you as per bill/cash memo/challan/Invoice mentioned above amounting to Rs..... have been used by me/us, in the activities as specified in <u>sub section (6) of section 8</u> of the <u>Central Sales Tax Act</u> , and that the said goods were purchased from you by me/us, and for the purpose of manufacture/processing/use in or export from the Special Economic Zone or for development, operation and maintenance of Special Economic Zone. Certified II – It is further certified non-liability to tax under the <u>Central Sales Tax Act, 1956</u> in respect of goods referred to in Certificate I has not been claimed from any other person and that no other certificate for such non-liability has been issued to any other person in respect of those goods. | | | | |

| | | |
|---|----|-----|
| Verification | | |
| The above statement are true to the best of my knowledge and belief and nothing has been concealed therefrom. | | |
| Signature with date..... | | |
| Name of the person signing the Certificate on behalf of the Special Economic Zone dealer..... | | |
| Status of the person signing the certificate in relation to the Special Economic Zone dealer. | | |
| * | ** | *** |

* to be retained by the Special Economic Zone.

** to be retained by the seller

*** to be furnished to the assessing authority in accordance with the rules framed by the State Government under Section 13”

Sd/-

(ABHAY TRIPATHI)

Director(Sales TAX)

No.24/2003-ST E.No.31/72/2002-ST

Footnote

The Central Sales tax (Registration and Turnover) Rules 1957 were published vide SRO 644 dated 28.02.1957 and have been subsequently amended by :-

- 1. SRO 3613 dated 16.11.1957**
- 2. SRO 896 dated 23.09.1958**
- 3. SRO 2817 dated 04.11.1968**
- 4. GSR 55(E) dated 09.02.1973**
- 5. GSR 56(E) dated 09.02.1973**
- 6. GSR 519(E) dated 13.12.1973**
- 7. GSR 26(E) dated 01.02.1974**
- 8. GSR 597(E) dated 30.12.1975**
- 9. GSR 962(E) dated 30.12.1976**
- 10. GSR 762(E) dated 17.12.1977**
- 11. GSR 603(E) dated 30.12.1978**
- 12. GSR 640(E) dated 23.04.1979**
- 13. GSR 264(E) dated 01.04.1984**
- 14. GSR 395(E) dated 14.04.1987**
- 15. GSR 504 dated 30.09.1993**
- 16. GSR 483(E) dated 07.08.1998**
- 17. GSR 695(E) dated 20.11.1998**
- 18. GSR 36(E) dated 16.01.2003**

Government of India

Ministry of Commerce & Industry

Falta Special Economic Zone

2nd MSO Building 4th floor, Nizam Palace

234/4, AJC Bose Road, Kolkata-700 020

Tel.No.2247-2263/7923, 2240-4092; Fax: 2247-7923

E-Mail:fepz@wb.nic.in (Internet); dc-fepz@x400.nicgw.nic.in(Nicnet)

No.1(18)/2002/

Dated : 16.07.2003

To

Sub: CST Exemption to units in SEZ.

Sir,

Enclosed please find herewith an Application Form I for getting exemption of CST on purchased of goods.

Yours faithfully,

(M.L. Dutta)

Asstt. Development Commissioner

Form J
FORM FOR APPEAL
(See rule 55)

FOR OFFICIAL USE

Date:

1. Name of the Appellant
2. Address:
3. Name and address of the authority, whose decision or order is brought up in appeal
4. Brief of the decision against which Appeal is made
5. Reason as to why the decision needs review

1.

2.

3.

6. Any other remarks

Signature of the :
Appellant

Name in Block Letters :

Designation :

Place:..... Tel. No. :

Date: E-mail Address :

Fax :

Documents to be enclosed with the appeal:

1. Copy of the decision/rejection letter
2. Demand Draft of ₹ 2,500/- in favour of Pay and Accounts Officer, Department of Commerce, New Delhi.

| Photo | Serial No. | Date of Issue Valid upto |
|-------|------------|--------------------------|
|-------|------------|--------------------------|

- Signature of Development Commissioner,

1. This pass should be worn and displayed on the person of the pass holder while inside the Zone.
2. This pass is not transferable.
3. This pass shall be produced on demand by Security and Customs staff.
4. The pass holder and his vehicle are liable for Security Check at the gate.
5. The loss of this pass shall immediately be reported to the Security Officer,
.....
6. This pass shall be surrendered to the Security Officer, through the unit/Contractor on expiry or on the person becoming ineligible for a pass.

¹[FORM L

**FORM OF LEGAL UNDERTAKING FOR EXIT OF THE UNIT FROM SPECIAL
ECONOMIC ZONE SCHEME**

(See rule 74(6))

M/s _____ were granted Letter of Approval/Letter of Permission No. _____ dated _____ for setting up a Special Economic Zone Unit _____ at _____ for the manufacture and export of _____ subject inter-alia to the condition that they would achieve positive Net Foreign Exchange on cumulative basis as per provisions of Special Economic Zone Scheme.

The unit filed a legal undertaking as per rule 22 of Special Economic Zone Rules, 2006 in Form H of Special Economic Zone Scheme on _____ with the President of India through the Development Commissioner, _____ Special Economic Zone for achieving the above mentioned commitments.

As against the above commitments, the unit's actual performance has been as under:-

| Year | Import (Rs. In Lakh) | Export (Rs. In Lakh) |
|------|-----------------------------|----------------------|
| | Capital Goods Raw Materials | |
| | | |
| | | |
| | | |

The unit applied for exit from the Special Economic Zone Scheme which was subject inter-alia to the condition that penalty imposed by appropriate Authority under the Foreign Trade (Development & Regulations) Act, 1992 (22 of 1992) for non-fulfilment of the conditions of approvals would be paid.

In view of the approval for exit, I/We hereby undertake as under:

(i) That I/We _____ shall pay whatever penalties are imposed by the Development Commissioner under Foreign Trade (Development & Regulations) Act, 1992 (22 of 1992) for non-fulfilment of the terms and conditions of Letter of Approval/Letter of Permission.

(ii) That I/We _____ shall pay tax/duty alongwith interest, if any, if found availed for the unit mentioned above, shall be paid to any statutory agency without any demur or protest within the time frame specified in this regard.

(iii) That I/We _____ shall adhere to the mode of payment of penalties, if any, and time frame in which penalties are required to be paid to the Development Commissioner without any demur or protest.

(Full and expanded description
of the unit with full address.)

IN WITNESS WHEREOF the unit hereto has duly executed this agreement on

_____ this _____ day of _____ (Year) signed, sealed and delivered by the unit in the presence of:

1. Name _____

Address _____

2. Name _____

Address _____

Accepted by me on behalf of the President of India.

Dy./Jt. Development Commissioner, _____ Special Economic Zone.]

Notes

1. Inserted vide Notification No. G.S.R. 909(E) dated 19-09-2018

**ANNEXURE I
(See Rule 54)**

**GUIDELINES FOR ANNUAL MONITORING OF PERFORMANCE OF UNITS IN
SPECIAL ECONOMIC ZONES**

1. The annual review of performance of unit and compliance with the conditions of approval shall be undertaken by Approval Committee on the basis of Annual Performance Report (in Form I) duly certified by an independent Chartered Accountant before the end of the ¹[second quarter] of the following financial year.
2. Units, which have not completed one year of operation from the date of commencement of production, will not be monitored. In case a Unit has completed less than five years from the date of commencement of production, it will be monitored for the number of completed years. Annual monitoring in the cases of old units which have completed more than five years will be undertaken for only such number of years which fall in the subsequent block/s of five years.

CRITERIA FOR ANNUAL MONITORING:

- i. Units with negative Net Foreign Exchange in the 1st and 2nd year shall be placed under the Watch List to watch their performance.
- ii. Show Cause Notice: If a Unit continues to be Net Foreign Exchange negative by the end of 3rd year, a Show Cause Notice shall be issued. If the negative performance continues till the 5th year, Development Commissioner shall initiate penal action as provided under the rule-25.

Notes:-

1. Substituted vide [G.S.R. 1094\(E\) - Dated 21-11-2016](#), before it was read as, "first quarter"

ANNEXURE II
(see sub-rule (3) of rule 5)

| Sl. No. | Name of the State | Sector | Minimum Area |
|---------|-------------------|--|----------------------------|
| (1) | (2) | (3) | (4) |
| 1 | Andhra Pradesh | Information Technology | 6 hectares |
| 2 | Delhi | Information Technology | 6 hectares |
| 3 | Gujarat | Textiles and Articles of Textiles ¹ | ² [20 hectares] |
| | | Pharmaceuticals | 48 hectares |
| 4 | Haryana | Information Technology | 3 hectares |
| 5 | Jharkhand | Automobiles and components | 36 hectares |
| 6 | Karnataka | Information technology | 4 hectares |
| 7 | Kerala | Information Technology | 9 hectares |
| | | Food processing | 12 hectares |
| 8 | Maharashtra | Pharmaceuticals and biotechnology | 21 hectares |
| 9 | Madhya Pradesh | Information technology | 8 hectares |
| 10 | Punjab | Pharmaceuticals | 32 hectares |
| 11 | Tamil Nadu | Footwear | 60 hectares |
| 12 | West Bengal | Leather Products | 44 hectares |

Notes:

1. Substituted vide Notification no. GSR 784 (E), dated 28-9-2010
2. Substituted vide G.S.R. 564(E) - Dated 16-7-2015, "38 hectares",

ANNEXURE III

(Refer rule 3, 3A, 6(2)(a), 6(2)(b), 6A, 8, 9)

Development Commissioners and the States under their jurisdiction

| Sl.No. | Development Commissioner | States |
|--------|---|--|
| (1) | (2) | (3) |
| 1 | Development Commissioner, Kandla Special Economic Zone | Gujarat |
| 2 | Development Commissioner, MEPZ Special Economic Zone | Tamil Nadu, Andaman and Nicobar Islands, Union Territory of Pondicherry excluding Mahe and Yanam |
| 3 | Development Commissioner, SEEPZ Special Economic Zone | Maharashtra, Goa, Daman and Diu, Dadra and Nagar Haveli |
| 4 | Development Commissioner, Noida Special Economic Zone | Uttar Pradesh, Madhya Pradesh, Rajasthan, Delhi, Punjab, Haryana, Chandigarh, Uttarkhand, Himachal Pradesh and Jammu and Kashmir |
| 5 | Development Commissioner, Cochin Special Economic Zone | Kerala, Karnataka, Lakshadweep and Mahe |
| 6 | Development Commissioner, Falta Special Economic Zone | West Bengal, Orissa, Jharkhand, Nagaland, Tripura, Manipur, Meghalaya, Sikkim and Arunachal Pradesh |
| 7 | Development Commissioner, Vishakapatnam Special Economic Zone | Andhra Pradesh, Telangana ¹ , Chattisgarh and Yanam |

Notes:

1) Inserted vide Notification no. G.S.R.637(E) , dated 02-9-2014

ANNEXURE IV

(Omitted vide Notification G.S.R 940(E) dated 17-12-2019)

¹[Annexure IVA

(Refer sub-rule ⁴2(b) of [rule 5](#))

CLASSIFICATION OF CITIES

| | City classification |
|----|--------------------------------------|
| | Category 'A' |
| 1 | Greater Mumbai |
| 2 | Delhi NCR |
| 3 | Kolkata |
| 4 | Chennai |
| 5 | Bengaluru |
| 6 | Hyderabad |
| 7 | Pune |
| | Category B' |
| 1 | Ahmedabad |
| 2 | Bhubaneswar |
| 3 | Chandigarh |
| 4 | Coimbatore |
| 5 | Indore |
| 6 | Jaipur |
| 7 | Kochi |
| 8 | Lucknow |
| 9 | Madurai |
| 10 | Mangalore |
| 11 | Nagpur |
| 12 | Thiruvananthapuram |
| 13 | Tiruchirappali |
| 14 | Vadodara |
| 15 | Visakhapatnam |
| | Category 'C' All other cities |
| | All other cities] |

⁴ "(ba)" has been substituted by "(b)" vide Notification G.S.R 940(E) dated 17-12-2019

Notes:

1. Inserted vide Notification No 540(E) dated **12/08/2013**

**APPLICATION FORM FOR APPROVAL OF DEVELOPER/CO-DEVELOPER FOR
DUAL USE OF INFRASTRUCTURE IN NON-PROCESSING AREA OF SEZ**

[Refer SEZ Rule 11A]

(A) Details of Developer:

1. Name and address:
2. Letter of Approval No. and Date.
3. Type of Special. Economic Zone:
 - a. Multi-Product/Sector Specific
 - b. Central Government/State Government/Private
4. Date of notification. of the SEZ:
5. Date of Commercial. Production/Operationalization:
6. Total area of the SEZ (in hectare):

(B) Details of Co-Developer

1. Name and address:
2. Letter of Approval No. and. Date:

(C) Infrastructure proposed to be developed by Developer/Co-Developer

1. Details of the infrastructure facilities/ authorized operations which will be undertaken (Approval letter No. & Date)
 - A. Services provided to : a) For SEZ use ____ b) For dual use ____

B. Nature of establishment :

- i. Commercial
- ii. Housing
- iii. Social Infrastructure (school/ college/ laboratory/ hospital etc.)
- iv. Others (to be specified)

2. Requirement of : a) Land area :

b) Built up area

3. a) Percentage of total non- processing area :

b) Percentage of total SEZ area :

4. a) Proposed investment other than land cost :

Male Female

b) Employment potential

5. Time frame of completion of project :

6. Financial details of Developer/Co- developer

a) Constitution

b) Net worth :

c) Turnover of existing business :

(Copy to be enclosed)

7. Nature of existing business/Project :

8. Detailed Project Report (DPR) submitted : Yes/No

(copy to be enclosed)

Declaration

1. I/We hereby declare that the above statements are true and correct to the best of any/our knowledge and belief.

2. I/We will abide by any other conditions, which may be stipulated by the Government of India,
3. I/We fully understand that any Letter of Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that any of the statements or facts there in are incorrect or false.
4. I/We have not availed of any Central Government Revenue exemptions so far and I/We do not intend to avail the same on infrastructure creation or on O&M activities.
5. I/We have availed of duty concession and refunded the same (documentary evidence enclosed).
6. I/We have not availed of any State Government/ Local bodies Revenue Exemption so far and I/We do not intend to avail the same on infrastructure: creation or on O&M activities.
7. I/We have obtained NOC from state Government for dual purpose (Copy enclosed).
8. I/We shall abide by the FAR norms laid down by the State Government.
9. I/We shall abide with the SEZ Act and. Rules and/or any other conditions imposed by the competent authority.

Developer

Co- Developer

Signature of the Applicant

Name of the Authorized Signatory :

Designation:

Tel. No. :

E-mail:

Web-site, if any:.

Full Residential address:

Recommendation of Development Commissioner

The proposal has been examined and my recommendation is as follows :

1. Has the Non. processing area been demarcated clearly. : Yes/ No

2. Percentage of non processing area vis-a-vis total SEZ area. :
3. Area requirement of Developer/Co-developers within laid down parameters:
4. Project evaluated and found to be in conformity with laid down guidelines. : Yes/ No
5. Clear recommendation of Development Commissioner
 - a) I recommend sanction of the project by the BOA.
 - b) I recommend sanction of the project by the BOA subject to following conditions:
 - c) I do not recommend sanction of the project by the BOA.

Place :

Date :

Signature of Development Commissioner

Name:

Name of Zone:

Name of Zonal Office :