



**SPICES BOARD**  
**Ministry of Commerce & Industry**  
**Government of India**  
**Sugandha Bhavan**  
**COCHIN 682 025**

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FORM NO.MKT-SB/TP-SBSA

Export Development And Promotion Of Spices

“ Sending Business Samples Abroad”

Application For Availing Financial Assistance

**Part I- General Information**

1.	Spices Board Registration No:	
2.	Import Export Code	
3.	Name of the Organization/Company (As per CRES)	
4.	Ownership	Proprietorship / LLP/Partnership/Pvt Ltd/Public Ltd/Co-Op-Society/FPOs/HUF
5.	Status of exporter	MSME / Non MSME Star Export House
6.	Ownership category	SC/ST/General Woman enterprises
7.	Full address with contact details of the Name & designation of official concerned	Name: Designation: Address: PIN: Tel (with STD Code) : Email ID : Mobile Number: Website:
8.	Category of exporter	Merchant/Manufacturer

9.	Bank Account Details:	
	a) Name of the Bank	
	b) Account holders' name	
	c) Current Account No.	
	d) IFSC No.	
	e) Place of Branch	
10	Major spices items of exports	
11	Whether the firm is submitting the Quarterly export returns regularly	Yes / No  (Pending returns, if any shall be submitted online, prior to submission of scheme application)

## Part II – For Sending Business Samples Abroad

1	Category of exporter (please tick)	FPO NE region (including Sikkim & Darjeeling region) Himalayan States State Notified ITDP areas and Islands (Union Territories of Andaman & Nicobar and Lakshadweep) Other					
2	Spices/spices products sent by courier indicating the relevant details as per table (Attach separate sheet)	Items	Qty/Kg	Destination	Way Bill / Doc.No.	Date of Delivery	Amount Incurred (Rs.)
3	Assistance received during the previous quarters of the financial year for sending business samples abroad	1 <sup>st</sup> Quarter  Rs.....		2 <sup>nd</sup> Quarter  Rs.....		3 <sup>rd</sup> Quarter  Rs.....	
4	List of documents	1.Waybill & Invoice					

	attached	2. Proof of eligibility (Balance sheet for assessment year 2021-22/ MSME Certificate etc) 3.Proof of Delivery 4.Proof of payment ( Bank statement / Payment receipt from the vendor) 5.Proforma invoices 6. Others
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**DECLARATION**

I / we hereby declare that the above details are true and correct to the best of my / our knowledge and belief.

I / we hereby declare that I /We have carefully gone through the guidelines of the scheme for Sending Business Samples Abroad and agree to abide by, all the terms and conditions contained therein and, subsequent requirements that might be stipulated by the Board, if any.

I/we fully understand that if the information furnished above is found to be false, at any time, the Board reserves the right to take appropriate action against us and also debar us from availing any assistance from the Board in future.

If found guilty, I/we undertake to repay the entire amount of assistance received from the Board, in pursuance of this application, with interest at such rate as fixed by Spices Board, upon demand.

Place:

Signature:

Date:

Name & Designation of the authorized signatory :