

## Customer request format for packing credit disbursement

### A. For customers who have been sanctioned running account facility.

To,

The Manager

ICICI Bank Limited

\_\_\_\_\_ Branch

Dear Sir,

Sub: Request for export packing credit under running account basis

We request you to grant us Export Packing Credit of Rs. \_\_\_\_\_ or PCFC of (FCY) \_\_\_\_\_, for domestic use / import payment by crediting our account no \_\_\_\_\_ under advice to us.

We undertake to liquidate the above loan on or before the due date.

We also declare and undertake as follows (tick wherever applicable)

1. We are not in the caution list of either RBI or ECGC
2. We hold necessary export quota/license to execute the above shipment
3. We hold ECGC's shipment (Comprehensive Risks) Policy No. \_\_\_\_\_ Dated \_\_\_\_\_ (if applicable)
4. We shall submit to you our monthly stock statements on or before 10<sup>th</sup> of every succeeding month \_\_\_\_\_.
5. We shall have the relative stocks adequately insured and submit to you the relative insurance policy made out in the Bank's name
6. We will export the goods as per the shipment schedule of the Export Order copy enclosed herewith, without any delay.
7. We are agreeable for commercial rate of interest in case of delay in liquidating the packing credit within the validity of export order or we liquidate the advance other than from proceeds of export bills.
8. We will not avail packing credit from any other Bank in respect of the same order.
9. Our buyers and country to which we are exporting do not fall under the sanctioned entities and would keep ICICI indemnified against any losses on account of this.

10.We confirm that we will submit confirmed order /export letter of credit/ statement of export order within 30 days of availing Packing Credit.

11.In case of service exports, the service for which the transaction is originated is covered under Appendix 10 of Handbook (Vol I) of the Foreign Trade Policy 2009-014.

**Declaration-cum-undertaking under Section 10(5) Chapter III of FEMA 1999#  
(Applicable for PCFC transaction)**

I/We hereby declare that the transaction the details of which are specifically mentioned in this request letter does not involve, and is not designed for the purpose of any contravention or evasion of the provisions of the aforesaid Act or of any rules, regulation, notification, direction or order made there under. I /We also hereby agree and undertake to give such information/documents as will reasonably satisfy you about this transaction in terms of the above declaration. I/We also understand that if I/We refuse to comply with any such requirement or make only unsatisfactory compliance therewith, the bank shall refuse in writing to undertake the transaction and shall if it has reason to believe that any contravention/evasion is contemplated by me/us report the matter to Reserve Bank of India.. I/We further declare that the undersigned has/have the authority to give this declaration and undertaking on behalf of the company.

Thanking you

Authorized Signatory

**B. For customers who have been sanctioned order based packing credit facility.**

To,

The Manager

ICICI Bank Limited

\_\_\_\_\_ Branch

Dear Sir,

Sub: Request for export packing credit

Name of Buyer	
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Commodity	
Last Shipment date	
Order Value	
Country	
Incoterm / Shipment terms	
End Use	

We request you to grant us Export Packing Credit of Rs. \_\_\_\_\_ or PCFC of (FCY) \_\_\_\_\_, for domestic use/import against the above order for by crediting our account no \_\_\_\_\_ under advice to us.

We undertake to liquidate the above loan on or before the due date.

We also declare and undertake as follows (tick wherever applicable)

- 1.** We are not in the caution list of either RBI or ECGC
- 2.** We hold necessary export quota/license to execute the above shipment
- 3.** We hold ECGC's shipment (Comprehensive Risks) Policy No \_\_\_\_\_ dated \_\_\_\_\_ (if applicable)
- 4.** We shall submit to you our monthly stock statements on or before 10<sup>th</sup> of every succeeding month
- 5.** We shall have the relative stocks adequately insured and submit to you the relative insurance policy made out in the Bank's name
- 6.** We will export the goods as per the shipment schedule of the Export Order copy enclosed herewith, without any delay
- 7.** We are agreeable for commercial rate of interest in case of delay in liquidating the EPC within the validity of export order or we liquidate the advance other than from proceeds of export bills.
- 8.** We have not availed packing credits from any other Bank in respect of above mentioned order.
- 9.** In case of service exports, the service for which the transaction is originated is covered under Appendix 10 of Handbook (Vol I) of the Foreign Trade Policy 2009-2014.

**Declaration-cum-undertaking under Section 10(5) Chapter III of FEMA 1999#(Applicable for PCFC transaction)**

I/We hereby declare that the transaction the details of which are specifically mentioned in this request letter does not involve, and is not designed for the purpose of any contravention or evasion of the provisions of the aforesaid Act or of any rules, regulation, notification, direction or order made there under. I /We also hereby agree and undertake to give such information/documents as will reasonably satisfy you about this transaction in terms of the above declaration. I/We also understand that if I/We refuse to comply with any such requirement or make only unsatisfactory compliance therewith, the bank shall refuse in writing to undertake the transaction and shall if it has reason to believe that any contravention/evasion is contemplated by me/us report the matter to Reserve Bank of India.. I/We further declare that the undersigned has/have the authority to give this declaration and undertaking on behalf of the company.

Thanking you

Authorized Signatory

**C. NOC letter for liquidation of funds received via RTGS to ICICI Bank**

<Place>

<Date>

To

The Branch Manager,

ICICI Bank Ltd.,

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Dear Sir/ Madam,

**Subject: Remittance of export proceeds**

The below mentioned details are towards proceeds of exports pertaining to <Customer Name & Address>.

Remitting bank :

Date of remittance:

Amount :

Shipping bill no :

Bill Reference No. :

Invoice no :

On request of <Customer Name and Address>, we are remitting <Currency & Amount> through RTGS/NEFT for liquidating the export credit outstanding in your books.

Yours faithfully,

(Signature of Authorised officer)