

Application form for allotment of showrooms-Scheme January 2014

(Apparel House, Institutional Area, Sector-44, Gurgaon-122003, Haryana)

To be filled in Block letter / Typed

(Please see check list & Guidelines for filling Application form on reverse)

Dear Sir,

I / We request that I / we may be allotted a showroom at Apparel House, Institutional Area, Sector-44, Gurgaon-122003, Haryana

1. Name of the Applicant(s).....
2. Postal address.....
.....
Phone no.....Fax.....E-mail.....
3. RCMC No. of AEPC.....
4. Pan GIR No.....
5. Turnover of organization in last three years.....
6. Applied for showroom no.:
7. DD/PO/Banker's Cheque no.....dated.....drawn on.....in favour of Apparel Export Promotion Council payable at Gurgaon.

I / we agree to abide by all the terms & conditions of Allotment & of the license agreement as to be signed & excluded & such other terms & conditions as may be incorporated & posted by AEPC from time to time. I / We further agree to pay the balance amount and security deposit as stipulated by AEPC and other charges & maintenance charges on allotment / possession of the showroom and to execute the leave and license agreement, on allotment/ possession.

Declaration : I /We the applicant(s) do hereby declare that my/ our request for allotment is irrevocable and that the above particulars / information given by me/ us are true to the best of my/ our knowledge and belief and nothing has been concealed there form. I / we also understand that in case of any mis-representation, the allotment will be considered null and void.

Yours faithfully,

Place:

Date:

Signature of Applicant/ Auth. Signatory

(with official stamp)

Remarks: - Application be submitted along-with two photographs of the Authorized Signatory / Proprietor/ Director/Partner

Contd...P-2/-

The following documents have to be enclosed with the application form:-

1. DD/PO/BC of the applicable amount (check scheme of allotment) in favour of AEPC, payable at Gurgaon towards application amount. On the back of the instrument write the details of the applicant.
2. The application form, include DD/PO/BC of Rs. 500/- in favour of AEPC, payable at Gurgaon towards cost of application form. On the back of instrument, please write the details of the applicant.

General guidelines for filling application form

- a) Please fill the application form with blue/ black ball point pen only.
- b) Indicate the name of firm / company, applying for allotment of showroom at Sr. no. 1 of application form.
- c) Mention postal address, telephone no., fax no. and E-mail details at Sr. no. 2.
- d) Give the valid RCMC no. at Sl. no. 3. However, for buying houses/ buying agencies, indicate that the applicant is a buying house/ agency.
- e) Mention PAN/ GIR number allotted to the applicant at Sl. no. 4 of application form. Final allotment of showroom will be subject to producing the PAN/ GIR number.
- f) See details of showroom types and sizes and accordingly tick (i/) the type of showroom applied for at Sl. no. 6.
- g) Fill in the details of DD/PO/Banker's cheque at Sl. no. 7 also fill in the details in the acknowledgment card.
- h) The application form must be signed by the authorized signatory.
- i) The application must be submitted in a sealed envelope super scribing 'Application for showroom' at Apparel House, Institutional Area, Sector-44, Gurgaon-122 003, Haryana.

Contd...P-3/-

Scheme of Allotment

- a) Application form for allotment of showrooms is attached herewith. It can also be downloaded from the Council's website www.aepcindia.com. Applications should be sent to Apparel House, Institutional Area, Sector- 44 Gurgaon-122003, Haryana alongwith a payment of Rs. 500/- by way of DD/PO/Banker's Cheque, in addition to the Application fee.
- b) Application should be accompanied with a draft / pay order/ Banker's Cheque favoring 'Apparel Export Promotion Council' payable at Gurgaon. The payment shall be as per following schedule:

Category	Approx. carpet area (Sq.ft.)	Refundable interest free licence amt. (approx.) to be adjusted in license amount on allotment.	Refundable interest free licence fee @ Rs.8000/- per Sq.ft. for Garment Exporters registered with AEPC	Refundable interest free licence fee @ Rs.9000/- for Entrepreneur of Textiles value chain like fabrics, trimmings & embellishment processing house, buying agents, buying house.	Other Fee Non refundable for one car parking pass	Maintenance charges per month on super area. As decided by the AEPC from time to time	Security deposit (interest free, refundable)
	Showroom size	Application amount (Rs.)	Approx. balance amount (on possession) (Rs.)	Approx. balance amount (on possession) (Rs.)	Non refundable (Rs.)	Prevailing maintenance charges rates (Rs.)	Payable before possession (Rs.)
A	400 and above (twin)	10 lakhs	32,00,000	36,00,000	50,000	25/- per Sq.ft.	2,00,000
B	300 and above (Single)	5 lakhs	24,00,000	27,00,000	50,000	25/- per Sq.ft.	1,00,000
C	Below 300 (Single)	5 lakhs	19,00,000	22,00,000	50,000	25/- per Sq.ft.	1,00,000
D	Below 200 (single)	5 lakhs	16,00,000	18,00,000	50,000	25/- per Sq.ft.	1,00,000

- c) In case, an applicant does not pay the balance amount within the stipulated period after the payment of Application Money additional charges of 18% per annum shall be charged compounded half yearly. This clause is also applicable for the delayed payment of Maintenance charges.
- d) The showrooms are available only on leave and license basis which will be periodically renewed (no ownership). AEPC does not take any responsibility of inviting/ getting buyers or buying agents in the showrooms.
- e) Only those applications, which are received complete in all respects, will be considered valid.
- f) The competent authority has full power to cancel the showroom at any time and return the license fee and Security Deposit after deducting the applicable administrative/ other charges in terms of Leave & License Agreement.
- g) The showroom will be allotted on first come first basis. The allotment will be under certain restricted categories like fabric, trimmings and embellishments, process house, buying agents / buying house. The applicant would not be permitted to change the category during the duration of the leave and licence period.
- h) Any successful applicant who intends to withdraw later, Application Money will be forfeited.
- i) The final payment by the allottee will be made on the basis of the actual size of the showroom. However, the sizes duly measured by the architect of the Apparel House are available on the website of the Council: www.aepcindia.com.
- j) In case it is found that the applicant has got the showroom allotted on mis-representation, the cancellation of showroom will be effective immediately and the Application Amount will be forfeited.
- k) The allottee will abide by all bye-laws made by the Apparel Export Promotion Council from time to time.
- l) For execution of leave and license agreement and possession, the allottee will be required to execute legal documents and takeover physical possession of the showroom when called upon. Action for cancellation of allotment and forfeiture of application amount shall be taken in case of failure to execute legal documents or to make full and final payment including Security Deposit and maintenance charges within the stipulated time or extended time, if any. Taking physical possession of the allotted showroom immediately after execution of Leave and license Agreement will be obligatory on the part of the allottee.

Eligibility Criteria

A. Only those member exporters who fulfill the following conditions are eligible to apply for the Showrooms:

- I) The applicant should be a readymade garment exporter having a valid RCMC of AEPC.

OR

Entrepreneur in Textiles value chain like fabrics, trimmings & embellishment processing house, buying agents, buying house, they have to apply for AEPC membership to become eligible.

- II) The applicant has to remain a member of AEPC till the time he/ she continues to occupy the showroom in the Apparel House. AEPC shall have the right to debit the membership Fee from his/her deposit of any kind, in case the fee is not paid in time.

Other important clauses.

- i) Mortgage/ Sub-leasing / Renting of the showroom is not allowed.
- ii) The allottee shall pay all taxes, levies, fees and cess of every description in respect of the showroom, whether assessed, charged, imposed or proposed on the showroom allottee by Apparel Export Promotion Council or by any other Competent Authority.
- iii) AEPC reserves the right to make such addition, alteration or modification in the Terms and conditions of allotment from time to time as considered necessary.
- iv) In case of any clarification or interpretation regarding terms and conditions, the decision of AEPC shall be final and binding on all applicants/ allottees.
- v) For all disputes, on any issue pertaining to allotment / license, the jurisdiction of disputes will be exclusively only in the court at Gurgaon, Haryana.
- vi) The allottee shall be governed by the provisions of Rules, Regulations. By-laws made and notified by AEPC from time to time.

Contd....P-6 & 7/-

Revised Terms & Conditions for booking of showrooms at Apparel House.

1. Term-years. Leave & Licence	1. 07 yrs.
The refundable leave & licensee fee	<p>1) The <u>refundable leave and licensee</u> fee shall be <u>Rs.8,000.00 per Sq.ft.</u> for readymade garment exporter or dealing in apparel manufacturing.</p> <p>2). The <u>refundable leave and licensee</u> fee shall be <u>Rs. 9000.00 per Sq.ft. for</u> Entrepreneur in Textiles value chain like fabrics, trimmings & embellishment processing house, buying agents, buying house.</p>
Initial booking charges against application be as follows:- (unless amended by the Apparel Export promotion Council)	Initial booking charges against application will be <u>Rs.5.00 lacs per showroom</u> (unless amended by the AEPC)
Security deposit	Security deposit shall be <u>Rs.1 lakh</u> per showroom or as decided by AEPC.
Other fee (onetime non refundable)	<u>Rs. 0.50 lacs</u> for one car parking pass at Apparel House, parking area.
Eligibility for booking of showrooms at Apparel House.	<p>a) The Applicant should be a Readymade Garment Exporter with a valid RCMC of AEPC. OR Entrepreneur in Textiles value chain like fabrics, trimmings & embellishment processing house, buying agents, buying house, they have to apply for AEPC membership to become eligible.</p> <p>b)The applicant has to remain member of AEPC till the time he/ she continues to occupy the showroom in the Apparel House and the AEPC shall have the right to debit the membership fee from his security deposits in case the fee is not paid in time.</p>
Maximum showroom can be booked	Only two showrooms (maximum) can be booked by any one of the company.
Maintenance charges.	<p>a) Maintenance charges shall be as <u>decided by AEPC</u>. Maintenance charge for the year 2013-14 is <u>Rs.25/- per Sq. ft.</u> per month on super area.</p> <p>b) Maintenance charge not paid up to 7th of each month even if bill is not raised, the showroom holder automatically disqualified and agreement so signed will be treated as cancelled OR Council may impose an additional charges of 18% interest per annum compounded half yearly.</p> <p>c) The charges are only for cleaning, security and other facilities for common area. The cleaning of the showroom will be done by the allottee only.</p> <p>d)AEPC can inspect the showroom at any time</p>
The lock-in-period.	The lock-in-period for the licensee shall be <u>3 years</u> . In this period, the icensee cannot transfer the showroom to any other eligible exporter.

Transferability of showroom	Not allowed
Surrender of showroom	In case a licensee wants to surrender the showroom after three years of the lock-in-period, he can do so by giving three months notice.
Delay in receipt of payment in part or otherwise on account of showroom allotment charges.	In case the charges are not paid, a notice of 30 days shall be given to the licensee for payment of the same, thereafter the allotment shall be cancelled and the application money so given will be forfeited.
Delay in receipt of other charges:	Delay in receipt of other charges: - In case the licensee does not pay the dues such as maintenance charges, security charges or any other payments which are due against him within the stipulated period, a penalty of 18% interest per annum compounded half yearly shall be charged for the delayed payment.
Power of cancellation of showroom:	The power to cancel the Licence of the showroom allottee would rest with the AEPC. The AEPC to decide whether any breach of agreement has taken place and can impose the penalty of revocation of license of the licensee.
The allotment of showrooms	The allotment of showrooms will be subject to clearance by a Screening Committee for allotment of showroom.
Arbitrator	Chairman, AEPC or his nominee shall be the sole arbitrator in case of any dispute. However, if aggrieved with the decision of the arbitrator he may appeal to the Executive Committee, AEPC.
Jurisdiction:	Any legal action, suit or proceeding shall be subject to the exclusive jurisdiction of the Court at Gurgaon, Haryana.
Grievances:	All grievances can be addressed to the Apparel House advisory Board to be Constituted by Executive Committee, AEPC.
Business timings:	10.00 am to 6.00 pm on all working days.
Alteration:	No ALTERATION shall be allowed in the showroom.
Other terms:	<ul style="list-style-type: none"> a) An application for allotment of showrooms so received can be rejected by the AEPC without assigning any reason b) Right of display at showroom will be with AEPC c) All directions issued time to time by the AEPC regarding security or any other matter otherwise shall be adhered to by the showroom holders. d) AEPC does not take any responsibility of inviting/ getting buyers or buying agents for the showrooms.

