

GUIDELINES
ON
REGISTRATION & MEMBERSHIP



AN ISO 9001:2000 Certified Council



Be

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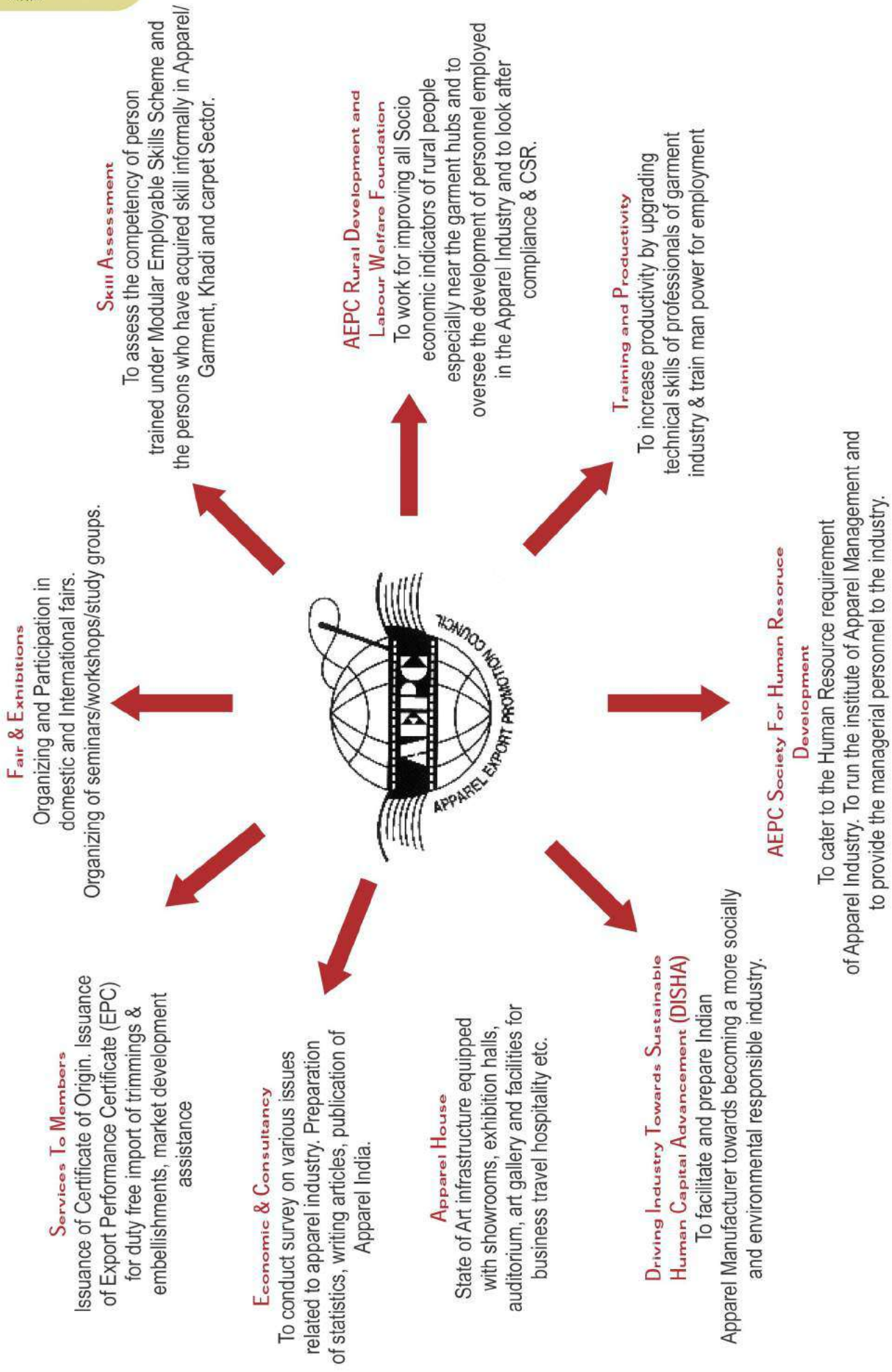
Member of

Indian Apparel Family

and

Get ready for global success

APPAREL EXPORT PROMOTION COUNCIL IN THE SERVICE TO THE NATION SINCE 1978



AEPC – EXPORTING EXCELLENCE IN APPARELS

Apparel Export Promotion Council a non-profit industry led and managed organization incorporated in 1978, is the nodal agency for promotion of ready-made garments from India. Council is a crucial link between the Indian Garment Exporters & Global Markets. Its tremendous success can be measured from the fact that Council is having more than 8000 apparel exporters as its members who contribute 3.2% of the world trade in the clothing and more than 5% of India's total Export.

So, “Fly high in the apparel business by becoming our member.”

GOVERNMENT BACKING

AEPC is sponsored by the Ministry of Textiles, Government of India and is registered under Section 25 of the Indian Companies Act 1956. Its Board of Directors consists of 28 elected members 4 Co-opted members & 3 Government Nominees. As per the provisions of Memorandum & Articles of Association of the Council, the board is headed by Chairman, who is essentially an apparel exporter. The Secretary General performs the functions of the Chief Executive Officer.

AEPC is only institution at national level recognized under the Foreign Trade Policy to work closely with the Government of India on policy issues in apparel sector.

It enhances the efficiency competitiveness and expanding business opportunities for the industry through a range of specialized services and global communications.

THIRTY FOUR YEARS OF CATALYZING GROWTH

AEPC has been continuously involved in the task of promoting of readymade garment exports by:

- Organizing buyer-seller meets,
- Leading trade delegations to potential markets globally,



- Participating in specialized international fairs,
- Organizing seminars and workshops on fashion, managerial and technical aspects of the industry.
- Integrated skills Human Resource Development
- Disseminating information to trade through publications and electronic media
- Conducting market surveys and providing market intelligence
- Exploring new markets and identifying items of export potential

THE RIGHT SET UP FOR SMOOTH OPERATIONS

AEPC's head office at Apparel House, Gurgaon is the premier hub for international trade in apparel and accessories in the whole South Asia, designed to provide one-stop sourcing destination to the globe trotting buyer fraternity.

Apparel House is a landmark of Gurgaon having convenient access from Delhi-Jaipur Highway, as well as from Mehrauli Gurgaon road connecting to South Delhi. It is equipped with the modern state of art infrastructure having international facilities for business alongwith traveling and hospitality comprising permanent show rooms, exhibition halls, art gallery, auditorium and conference hall facility.

The business infrastructure at Apparel House is well complimented with leisure activities like the golf course, clubs, five star hotels, shopping malls etc. in close proximity.

EXPORT PROMOTION ACTIVITIES

Fairs in India

India International Garment Fair (IIGF) provides platform to small & medium apparel and accessory entrepreneurs to meet and do business with buyers across the world. IIGF is organized during January and July each year. The fair targets respectively Autumn/Winter and spring/ summer collections of the following year.

The Fair offers wide variety of apparel for men, women and children in knit and woven segments. Over 350 exhibitors each year showcase their products. Buyers from over 60 countries visit in each fair.

The Council is organizing fabric and accessory sourcing show for providing platform within India to its members respectively for the availability of fabric and accessories for the improvement of technology. This year AEPC is organizing fabric and accessories show i.e. "Source Zone" in the month of November, 2012 at Apparel House, Gurgaon.

New Fairs

The Council is vigorously proposing to organize Buyer Seller Meet at New York, Tel Aviv (Israel) and India show at St. Petersburg (Russia) for expending of business in these markets and tapping of new area.

Fairs Abroad

AEPC has been participating in International Fairs like BSM Chile & Uruguay: Interselection Fair - Paris, France: BIFF Fair - Bangkok: Hong Kong Fashion Week - Hong Kong (twice in a year): IFF Fair - Tokyo, Japan: Magic Fair, -Las Vegas, USA (twice in a year): BSM- Spain: London Garment Expo - UK: Australian Sourcing Fair - Sydney: Intermoda - Mexico: Asia Garment Expo - Berlin, Germany: BSM - South Africa: Brand India Expo - Canada have also been organized.

Delegation Abroad

AEPC undertakes exploratory missions to develop new products and markets. It also undertakes specific projects abroad for sourcing fabric and accessory, machines, new technology and suitable partners for tie-up at institutional level for the promotion of quality education in the field of productivity enhancement and curriculum up-gradation. AEPC has



conducted delegations to UK, Turkey, Russia, Hong Kong, Japan, USA, Spain, Vietnam, Israel, Germany Hungary, South Africa Chile & Uruguay.

Publication & Resources

The Council's in-house publication "Apparel India" is dedicated to the apparel industry. It provides information regarding the markets, business opportunities, trade statistics, latest happening and news items related to the industry. AEPC also comes out with a weekly newsletter "AEPC E-weekly", giving the week's latest news from the world of garment, fashion, retail and corporate sector including data of trade, production, prices, currency, stock markets, company results, event planner, jobs and trade queries.

In Apparel India magazine, the Column on "**Export Updates**" provides latest available data for India, USA, EU etc. "**Market Focus**" has detailed report selected markets "**Exim Column**" provides details on latest exim policy updates, etc.

"**Fashion Column**" gives details about fashion trends, "**Infrastructure Notes**" provides the information on various infrastructure facilities and "**National/International News**" section provides the latest National/ International News relating to Textiles and Clothing Industries.

The Council's website (www.aepcindia.com) has latest notification/circulars issued by various Government departments related to apparel trade, latest country report, trade statistics, import tariffs, information of various training programs, international fairs, buyers/seller meets etc. The portal aims at working towards becoming information hub for trade members. AEPC portal is also featuring international & national news relating to garment industry, which is being updated on regular basis.

It provide you with "**Event Planner**" informing about the up-coming events to avail better business opportunities.

EXPORT PERFORMANCE CERTIFICATE

As an export promotion measure the Council is issuing the Export Performance Certificate to manufacturer exporters and Merchant Exporters (Having tie up with Manufacturer exporters) for duty free import of trimming & embellishments as prescribed by the Government from time to time on the basis of FOB value of garments exported & realized during the preceded financial year.

CERTIFICATE OF ORIGIN (CO)

The Certificate of Origins are being issued to the members from AEPC/ATDC offices. The Council is certifying more than one hundred thousand certificate of origin during the year.

MARKET DEVELOPMENT ASSISTANCE (MDA)

The Market Development Assistance (MDA) work is handled by the Council for its members, who participate in approved fairs and exhibitions as per the norms fixed by the Ministry of Commerce, Government of India.

MARKET ACCESS INITIATIVE (MAI)

The Council has submitted specific proposals to avail financial assistance under Market Access Initiative (MAI) scheme of Ministry of Commerce. AEPC has ensured funds to visit new fairs like BSM-Chile & Uruguay: FATEX Fair-Paris, France: BIFF Fair-Bangkok: Hong Kong Fashion Week- Hong Kong: IFF Fair-Tokyo, Japan: Magic Fair-Las Vegas, USA: BSM-Spain: London Garment Expo-UK: Australian Sourcing Fair-Sydney: Intermoda-Mexico: BSM-South Africa: Brand India Expo-Canada.

SKILL ASSESSMENT

AEPC an ISO 9001: 2008 certified non-profit making body has been appointed as an Accessing Body for all courses related to Apparel/Garment, Carpet and Khadi Sectors for period of 3 years for all States and UT's by DGET, Ministry of Labour & Employment, Govt. of India.



Trained manpower being supplied to the garment industry by vocational training providers tells nothing about an individual competence. After assessment of their skill from AEPC it will enhance their value and will have ability to perform in the industry as the world wide accepted standard.

EXPORTER'S FACILITATION CELL

Separate cell has been set up at Head Office to assist registered and member exporters of the Council in the matter of procedural problems. The matter which can be addressed to Facilitation Cell, are procedural delay in the matters of duty drawback, export shipments, import shipments, MDA, DGFT etc and other related issues.

INSTITUTE OF APPAREL MANAGEMENT:

A Multi Varsity for Apparel Industry, Shaping a New Horizon for Apparel Industry.

The Institute of Apparel Management positioned as India's first multi-varsity for Apparel Industry has been a major higher Education Initiative of AEPC. IAM has been instrumental in training Professionals for junior to middle level managerial cadre based on the changing needs & dynamics of the Apparel Industry in the Global Context of "Business of Fashion". IAM offers full-time International Degree/ Diploma programs in collaboration with leading International Bodies/ Universities like Edexcel, University of Wolverhampton, UK, Ontario College of Art & Design University (OCADU), London College of Fashion, George Brown College, UK and has recently signed MOU with Mod'Spe, Paris, which is supported by French ready-to-wear federation and SMR University, Sansepolcro, Italy. IAM aims at training the next generation of Design Managers, Digital Merchandisers, Apparel Technocrats with hands on exposure on latest "digital platforms" in substantial numbers.

The Under Graduate and Post Graduate academic programs offered by IAM at its Gurgaon Campus are:-

A) Full-time programs

International Pathways: 1) Bachelor Programs a) UG in Fashion & Lifestyle Design: Design (FLD): Haute Couture and Costume for Film & Theatre b) Apparel & Textiles Merchandising (ATM).

2) Master Programs a) PG in Fashion Design Management (FDM): Design Management & New Product Development b) PG in Apparel Marketing & Merchandising (AMM): Export Merchandising.

Indian Pathways: 1) Bachelor Programs a) B.A. in Apparel Design & Merchandising (ADM) : Ready-to-wear Industry b) B.A. in Fashion Communication (FC) : Fashion Promotion & Visual Merchandising 2) Master Programs a) M.A. in Apparel Production Management (APM) : Advance Manufacturing & Supply Chain Management b) M.A. in Fashion Retail Management (FRM) : Retail Operations & Brand Building.

B) PRO-UP Centre at IAM: - IAM recently have taken steps to offer CE programs as Professional Upgradation (Pro-Up Centre) for working professionals. Today IAM offers EDP/MDP programs in a variety of subjects i.e. Fashion, Export Merchandising, Entrepreneurship for aspiring retailers, etc.

IAM also offers 2 paid services to help the staff working in export houses to access huge resources i.e. Knowledge Management and Resource Centre (KMRC) and Fashion Innovation Lab (FIL).

In order to create a symbiotic relationship IAM has set-up Media Design Cell (MDC) for taking care of all design needs for promotional material and for International Fairs organized and participated by AEPC.

APPAREL TRAINING & DESIGN CENTRE : IMPARTING SKILLS, IMPROVING LIVES

The Apparel Training & Design Centre (ATDC) network, under the aegis of AEPC has emerged as the largest skill provider for Apparel Sector in India and also the preferred source for skilled shopfloor workforce and different tiers of professionals. In its journey of "Skilling the Apparel Sector" - ATDC has the largest Pan-India network of 25 ATDC-IGNOU Community



Colleges offering 6 months Certificate, 1 year Diploma & 2 year Associate Degree programmes with certification provided by IGNOU and over 100 ATDC-SMART Centres & Skill Camps offering 6 Certificate Programmes covering the major trades like Sewing Machine Operator, Finishers & Packers, Quality Checkers, Machine Technicians, etc. under its banner.

Since 2009 over 40,000 candidates have been trained under the ATDC-IGNOU Community College (AICC) and ATDC-SMART centres, leapfrogging from 35,000 achieved earlier in over a decade. ATDC is being transformed as a quality training provider through introduction of systems & procedures under the AICC Central Academic Office.

In February 2010, the Hon'ble Finance Minister's post budget speech where he had announced launching of a new scheme in Textiles Sector envisaging skill development of 30 lakh persons in 5 years, the Ministry of Textiles, Govt. of India selected ATDC as a Nodal Agency for implementing the Integrated Skill Development Scheme (ISDS) on a Pan-India basis.

Under the Integrated Skill Development Scheme (ISDS) of MoT, GoI the ATDC has been selected as a Nodal Agency for implementing the ISDS on a Pan-India basis since February 2011. ATDC-SMART Project has already crossed the target of 14,000 candidates set by the Government of India for 2011-12. The visionary creation of the brand "SMART" (Skills for Manufacturing of Apparel through Research & Training) has proved to be a major success capturing the imagination of both Government and the Apparel Industry. The unique features of the "SMART operator" is that the operator is not an ordinary operator any more but an extra-ordinarily trained "SMART operator" which can help an Apparel Factory in Quality, Productivity & Efficiency. The new SMART Fast Track curricula developed by ATDC-SMART TEAM has helped in bringing out a more scientific approach to training of shopfloor workforce. The other initiatives



include trainers' manuals, trainees' kits, digital learning contents, life & soft skill training and above all training of trainers' which all have given an edge to ATDC's training mission. ATDC has already set-up two Training of Trainers' Academy and have trained over 274 trainers in Gurgaon, Haryana and about 60 in Thiruvananthapuram, Kerala which will help to turn out even better faculty resources in the days ahead. The 3rd Academy is planned in Chhindwara, in MP.

The introduction of ATDC-IGNOU Community College (AICC) and ATDC-SMART training project are important game changers for ATDC and the Apparel Industry and will create a self-sustainable path in near future.

IAM, ATDC-IGNOU Community Colleges & ATDC-SMART thus form a unique 3-tier comprehensive & dynamic skill development system to cater to the entire skill spectrum of Apparel sector and the same is a work in progress towards shaping the horizon of growth of Apparel sector in the coming years. The following skill pyramid explains the concept:



AEPC CSR INITIATIVES

AEPC has been the first Export Promotion Council who has thought of not only for the persons employed in the garment industry but also for Rural Development of the area having Garment Clusters. It has formed a society called AEPC Rural Development and Labour Welfare Foundation. Various new initiatives have been undertaken by the AEPC Foundation, including conducting of 129 Health camps up to 2011 in which 21369 persons were screened for various ailments. As a role model being responsible trade promotion body it has also undertaken various projects such as SGSY Bihar for BPL families, Rehabilitation of Differently-abled persons, Training of women & children, vulnerable to trafficking & children of sex workers, training of various students etc.



DRIVING INDUSTRY TOWARDS SUSTAINABLE HUMAN CAPITAL ADVANCEMENT (DISHA) – AEPC COMMON COMPLIANCE CODE

A scheme implementing by AEPC with the support of Ministry of Textiles to make India the global benchmark for social compliance in apparel manufacturing and export.

To facilitate and prepare the Indian apparel manufacturers towards becoming a more socially and environmentally responsible industry. Being amongst the first country and industry driven initiatives in the world, will accordingly held in improving India's image in the global markets and contribute towards making India a global benchmark on standards compliance and a preferred sourcing destination.

STEPS TAKEN TO ASSIST EXPORTERS:

- Collecting cost-data on garments and providing it to the Government for the fixation of duty drawback.
- Advising Government on the export-import policy matters.
- Providing inputs & feedback on FTA/PTA strategies to Government for improving market access.
- Coordinating with various Government agencies/departments with regard to export promotion programs.
- Establishing contracts with the prospective buyers to generate their interest in buying from India.
- Conducting market surveys and provide market intelligence.
- Exploring new market and identifying items of export potential.
- Sponsoring trade-delegations, sales-cum-study tours abroad.
- Developing new markets for existing products.
- Helping in product development and modification to suit the needs of different markets.

HOW TO BECOME A MEMBER:

To become a member, following documents which are required under Foreign Trade Policy, may be submitted at any of the AEPC/ATDC offices.

1. Application form as enclosed may be downloaded from website (www.aepcindia.com)
2. A self certified copy of the IEC issued by the licensing authority (DGFT) concerned.
3. An Undertaking on non-judicial stamp paper duly notarized.
4. A self attested Copy of Memorandum & Articles of Association /Partnership deed/Certificate of Registrar of firm etc. as the case may be.
5. In case exporter wants to be registered as Manufacturer exporter self attested copy of SSI Certificate/Letter of Intent/Industrial License /Acknowledgement issued by the concerned Authority.

OR

Submit self attested copy of Factory Licence issued by a State Govt. Employee State Insurance Certificate issued by the concerned authorities and Employees Provident Fund Registration Certificate issued by the concerned Provident Fund Commissioner along with a certificate of Chartered Accountant certifying that based on the documents produced before him by the applicant exporter, the unit under consideration is manufacturing the readymade garments.

OR

Furnish evidence for being manufacturer exporter by providing any of the documents being manufacturer exporter as per the undertaking on non-judicial stamp paper.

6. DD/Pay order/Cheque of Rs.10620/-(including GST) in favour of Apparel Export Promotion Council payable at the place of submitting the application for registration. i.e. entrance fee, Annual Subscription (for one year) & Apparel India magazine (12 issues) including GST



ONLINE REGISTRATION

The Apparel Export Promotion Council is implementing a new system of RCMC and Membership management (Online registration), based on guidelines issued by DGFT. This application is a web-based application and reduces the manual paperwork, efforts and processing time to apply and approve various RCMC/Membership related matters.

The purpose of Online Registration is to collect uniform requests and data from exporters, process the same for on line registration and share the information with DGFT using the internet technology. Implementation of the online registration will considerably changes the way exporters used to communicate with AEPCs for RCMC related matters.

For Online registration, garments exporters may request using the website time for issuance of New RCMC, Renewal of Membership Subscription, Renewal of RCMC , amendment on RCMC, membership type change etc.

From Members prospective following are some key benefits of system.

- Online filing of RCMC
- Online review of RCMC (ability to track application status)
- Receive notifications of RCMC status by email
- Online Membership Subscription Renewal (through payment gateway), RCMC-Renewal, Conversion and amendment requests etc.
- Faster processing of Transactions at all levels
- Total security from fraud & loss of data
- Data uploading on the server of DGFT by AEPC.
- 24x7 availability and accessibility of information



FORM OF APPLICATION FOR REGISTRATION

APPAREL EXPORT PROMOTION COUNCIL

Regd. Office: A-223, Okhla Industrial Area, Phase-1, New Delhi-110020

Tel: 011-26372721, Telefax: 011-26814251

Head Office: Apparel House, Sector-44, Institutional Area, Gurgaon-122003

Tel: 0124-2708000-03 Fax: 0124-2708004

E-mail: administrator@aepcindia.com

To,
The Secretary
Apparel Export Promotion Council

Subject: Registration under the Foreign Trade Policy, 2015 - 2020

Dear Sir,

Kindly registered us under the above policy as Merchant/Manufacturer Exporter/Merchant cum Manufacturer Exporter of the export products mentioned below:

1. Name of Firm/Company
2. Address*
- Postal Address**
- Regd. Office Address
- Phone No.
- Fax No.
- E-mail ID
- Head Office Address**
- Phone No.
- Fax No.
- E-mail ID
- Branch Office Address**
- Phone No.
- Fax No.
- E-mail ID
- Factory Address**
- Phone No.
- Fax No.
- E-mail ID
3. Please provide the following information for each Proprietor/Partner/Directors/Managing Directors*
 - i) Name
 - ii) Father's Name
 - iii) Residential Address
 - iv) Telephone No.
 - i) Land Line No.
 - ii) Mobile No.

* Please attach additional sheet, if required.



4. Date of establishment of business/factory in India
5. To be registered as Merchant/Manufacturer/Merchant cum Manufacturer (Please Mark)
6. Importer & Exporter Code Number
- Date of Issue
- Issuing authority
(attach self attested photocopy)
7. PAN No.
8. If registration is required, as a manufacturer exporter, furnish self attested photocopy of the evidence indicating that the applicant is a manufacturer of Readymade Garments and give number and date of SSI/IL/LOI/
- Acknowledgement and name and address of Issuing authority. (Attached self attested photo copy)
9. EH/TH/STH/SSTH/SHE/ISEH/ISSEH/ISSEH Certificate number
10. Name of export product(s) for which registration is required
11. Main line of business of applicant
12. Undertaking on non-judicial stamp paper duly notarized. (Performa Enclosed)
13. Existing Registration Number, if any, with The Council (AEPC)
14. Details of registration with other EPC's (attached self attested photocopy)
15. Demand Draft/Pay Order/Cheque No.
- Date
- Amount (Rs.)
- Name of Bank
16. Have you exported Readymade Garments in the past three years () Yes () No if yes, please answer the following

	Year	Year	Value US \$ Year
Gents Garments			
Ladies Garments			
Kids Garments			
Others			
Total			

17. Name of Country to which you have exported Garments

- 1.
- 2.
- 3.
- 4.



18. Please attach the self attested copies of documents as applicable
- Memorandum & Articles of Association OR Deed of partnership OR Certificate of Register of Firms
OR Any other related documents like Trust deed etc.
 - Importer Exporter code no.
 - SS/IL/LOI/LOP
19. I/We hereby solemnly declare that the above stated information is true and correct. I/We undertake without any reservation to:
- abide by the terms of the registration certificate granted to us on all our exports.
 - agree to abide by any code of conduct that may be prescribed;
 - agree to abide by export performance condition that may be stipulated by the Registering authority.
 - furnish without fail monthly return of exports including NIL return to the registering authority by 15th of the month following quarter.
20. We further understand that our registration is liable to be cancelled in the event of breach of any of the undertaking mentioned above.
21. We/I solemnly declare that we have applied to the Export Promotion Council which pertains to our main line of business. In case we have applied to any other Council, the application has been made within the purview of the provisions of Para 2.63 of the Handbook of Procedures (Vol 1).

Yours faithfully,

(Signature)
With Company Seal

Name in block letters

Designation

Full address

(i) Official

.....

.....

(ii) Residential

.....

Place

Date

Details of Authorized Representative

- Name of the Representative :
- Father's name of the Representative :
- Designation/Status of the Representative :
- Residential Address :
- Telephone Nos. :
- Mobile No. :
- Fax Nos. :

Specimen Signature of the Authorized Representative

FOR OFFICE USE ONLY

Inward Dy. No. Date

Regn. No. AEPC/HO/ Date of Regn.

RCMC valid upto.....

Secretary



DOCUMENTS REQUIRED TO BE ENCLOSED WITH THE APPLICATION FORM

1. A self certified copy of the IEC Number issued by the licensing authority concerned
2. An Undertaking on non-judicial stamp paper duly notarized (proforma enclosed)
3. A self attested Copy of Memorandum & Articles of Association/Partnership deed/Certificate of Registrar of firm etc. as the case may be
4. In case exporter wants to be register as Manufacturer exporter self attested copy of SSI Certificate/Letter of Intent/Industrial License/Acknowledgement issued by the concerned Authority.

OR

Submit self attested copy of factory license issued by a State Govt., employee state insurance Certificate issued by the concerned authorities and employees provident fund Registration Certificate issued by the concerned provident fund commissioner along with a certificate of chartered account certifying that based on the documents produced before him by the applicant exporter, the unit under consideration is manufacturing the readymade garments.

OR

Furnish evidence for being manufacturer exporter by providing any of the documents being manufacturer exporter as per the undertaking on non-judicial stamp paper.(Performa enclosed)

5. DD/Pay order/Cheque of Rs.10620/- (including GST) in favour of Apparel Export Promotion Council payable at the place where the Application is made.

NOTE : Membership of the Council must be renewed every year by paying Annual Subscription which becomes due on 1st April of each year and can be deposited upto 31st May of that year. Subsequently subscription can be received by Council subject to satisfaction of Committee that payment could not be made in time unintentionally or beyond its control but with additional charges of such amount as may be decided by the Committee in each case but not exceeding 2 times of the annual subscription. Non renewal of membership will result in cancellation of Registration cum membership certificate.

Proforma of Undertaking

I/We hereby confirm, undertake and agree to the below stated information without any reservation.

- (a) that our firm M/s is at present

(Name of the Firm)

Functioning at

(Full Address of the Firm)

- (b) that if registered as the Registered Exporter with the Apparel Export Promotion Council and to abide by the rules and regulations for Registered Exporters of the Council is force from time to time prior to ceasing to be Registered Exporter whether by resignation or otherwise.
- (c) that Name(s) of our firm or Proprietor/Partners/Director etc., do not appear in the Black list or Caution List of any Customs or RBI or Banks(s) or T.C. and other Statutory Agencies.

Name and Residential Address of Proprietor/Partners/Directors etc.	Designation	Signature

Note: The undertaking should be on non-judicial paper Rs. 10/- Signed by the Proprietor/Partners/Directors etc. and duly attested by a Notary Public.



CODE OF CONDUCT FOR REGISTERED EXPORTERS

We, the manufacturer as well as merchant exporters whose goods are exported from India do hereby take a pledge that we shall do all dealings in the International Trade strictly abide by and adhere to principles set out here under.

1. We appreciate and value the high ethical standards in business and are convinced in our belief only on such standard a permanent and lasting international, trade between any countries can be built up. We give the solemn assurance that we shall abide by and conduct ourselves in a manner that confirms to high ethical standards in business.
2. We undertake to strictly fulfill all contractual obligations made in good faith to buyers and through them of their consumers.
3. We agree to continuously strive to improve our goods and subject these to any desired or prescribed inspection before packing and dispatch.
4. We undertake that all our stamping and making on the goods and manufacture will correctly describe their quality and measure.
5. We agree to adhere to the time of delivery specifications of our contract as far as it is humanly possible subject to the act of God or force majeure.
6. We agree to adhere to contractual specifications of the basic samples submitted and approved by the buyer within internationally accepted trade tolerance.
7. We shall endeavour our utmost to satisfy the requirements of the buyers. A complaint from the buyer that any of the obligations have not been fulfilled. We undertake to enquire into and settle the complaint as promptly and amicably using, where necessary the good offices of the Export Promotion Council or other Organization which exists in India for the purpose of promoting and assisting exporters accept where there is specific mention in the contract of any recognized authority as arbitrator, in which event we shall abide by the procedure prescribed in the contract.
 - (a) In case of any commercial dispute concerning the garment trade between the members of AEPC, the same shall be referred to and decided by the Committee of AEPC whose decision shall be final and in the event Committee shall have the power to have the dispute decided by arbitrator/arbitrators from the Panel of arbitrators appointed by AEPC.
 - (b) And in the case of any dispute between a member of the AEPC with AEPC each party will be entitled to select and appoint one arbitrator and the arbitrators so appointed will decided the disputes under the Indian Arbitration Act, 1948.
 - (c) No Court, shall have jurisdiction to entertain any of the disputes, mentioned above. The decision of the Committee/Arbitrator/Arbitration as the case may be, will be final and binding on the Parties concerned.

Yours faithfully,
For and on behalf of

(Signature)
With Company Seal (Official Seal)

Name in block letters
Designation
Residential Address
.....

Place :

Date :

(UNDERTAKING FOR MANUFACTURER EXPORTER)

1. IS/O Resident of being the Prop/ Partner / Director/ Karta *etc. of M/s Registration No. AEPC/ REG/SM/..... Situated atsolemnly declare as per terms of para 2.64 of Handbook of procedure Vol-I (2009-14) that we are manufacturer of Readymade Garment for export purpose and submit copy of following documents (kindly mention the document).
2. IS/O hereby solemnly declare that the above particular are true to my best of knowledge stated at dayof201 ..

NOTE: THE AFFIDAVIT IS TO BE EXECUTED ON THE NON-JUDICIAL STAMP PAPER OF RS. 10/- DULY NOTARIZED.

**Delete whichever is not applicable.*



ADDRESSES OF THE OFFICES OF APPAREL EXPORT PROMOTION COUNCIL

NORTHERN REGION

REGD. OFFICE

A-223, Okhla Industrial Area, Phase-I, New Delhi-110020
Tel: 011- 26372721, 40501798
Telefax : 011-26814251
Email : atdcokhla@gmail.com

HEAD OFFICE

Apparel House, Institutional Area, Sector-44,
Gurgaon-122003 Haryana
Phone: 0124-2708000-3
Fax : 0124-2708004
Email : administrator@aepcindia.com

NARAINA

Cabin No.1 (Mezzanine floor) 47
Community Centre, Naraina Industrial Area
Phase-I, New Delhi-110028
Telefax : 011-25897546
Email : naraina@aepcindia.com

NOIDA

A-15, sector-24, Noida-201301
Tel : 0120-2412620, 2412621
Mob : 9818110369
Email: aepcnoida@aepcindia.com

JAIPUR

SP-191, Malviya Industrial Area
Near Kailgiri Circle, Jaipur-302 017
Phone : 0141-2750706, 2750064, 2404082
Fax : 0141-2750982
Email : aepcjaipur@aepcindia.com

LUDHIANA

B-XX-2597/570, Noble Enclave
1st Floor, Bhaiwala Chowk
Ferozpur Road, Ludhiana (Punjab)
Phone: 0161-2407850
Fax : 0161-2404082
Email : aepcdh1@sify.com

EASTERN REGION

KOLKATA

Plot No. 3B, LA Block
Sector-III, Salt Lake City
Kolkata- 700098
Tel: 033-23359820, 23359818
Fax No : 033-3359821
Email : atdcckol@yahoo.com

SOUTHERN REGION

CHENNAI

No. 18-23, 2nd Floor,
Readymade Garment Complex
Thiru. Vi. Ka. Industrial Estate
Guindy, Chennai-600 032
Phone: 044-22501221, 22501345
Fax : 044-24346416
Email : aepcchennai@aepcindia.com

BANGALORE

"APPAREL HOUSE"

No.17-G, 40th Main, 2nd Stage
Industrial Suburb, Yeshwanthpur
Bangalore - 560 022
Ph: 080-23370010
Mob: 9449826354, 9448311416
Email : aepcbangalore@gmail.com
rbalaji@aepcindia.com

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