

Vipul Jain & Associates

Practicing Company Secretaries

Dear Sir,

An Importer Exporter Code is a unique 10-digit code, which is requisite for every import/export business owner in India. The code is issued by the Director-General of Foreign Trade (DGFT), Ministry of Commerce.

For availing Import-Export code, please share following documents:

1. Gumasta of firm;
2. GST Certificate, if available;
3. PAN card of the company;
4. PAN card of the individual directors, if company;
5. Aadhar card of the proprietor or directors, whichever is applicable;
6. Incorporation certificate/Partnership deed, if any.
7. Latest copy of Firm Address proof (Electricity bill/Rent Agreement/Telephone Bill/ Mobile Postpaid Bill/Sale Deed);
8. Copy of cancelled cheque leaf of the current account;
9. Mobile Number & Email Id of Proprietor;
10. Is your Firm located in Special Economic Zone;

If all the details are correct as per the verification by DGFT, the IEC code shall be issued within 1-2 working days.

Should you require any clarification, do let us know.

Thanking you!

Peer Reviewed - Year 2023-28

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