

Importer Exporter Code

Application Guideline

Write to us for IEC@

VAIBHAM ACCOUNTS SERVICES

A-10 MANGAL KUNJ, OPP. INDRAPRSTHA,

S.V.ROAD, MUMBAI-400092

bhavikdavda@in.com

98191 03 001

98190 81 894

Dear Friends,

Doing a business of Export and import was never easy before. As the economy changes happen the same has also become quite easy and friendly. To import or export in India Importer Exporter code (IEC) is mandatory. No person or entity shall make any import or Export without IEC code. Here I would like to share the guideline to the first stage for doing import or export business the guideline to obtain import export code.

What is Importer Exporter Code? (IEC)

IEC is 10 digit code issued by Directorate General of Foreign Trade (DGFT), Ministry of Commerce, Government of India to Indian companies, firms and other entities. The ministry of commerce has issued a notification on 27th July, 2006 for new system for issuance of Importer-Exporter Code. (Policy Circular No. 15 (RE-2006)/ 2004-2009).

Whom to Apply?

An application for grant of IEC number shall be made by the registered/ Head office of the applicant and apply to the nearest regional authority of Directorate General Foreign Trade. Every application is to be submitted to the regional authority of Directorate General Foreign Trade with full details. If the application is being submitted manually the same should be accompanied in a soft copy in a MS Word Format.

How to Apply?

The Application for the IEC is made in Form called "**Aayaat Niryat Form-ANF2A**". Along with form ANF2A one additional form called "**Appendix-18B**" is to be submitted.

Application Fees

The application fee for the IEC is Rs. 250. It can be paid by demand draft of any bank or Electronic Fund Transfer by a nominated bank or the same can be

VAIBHAM [ACCOUNTS SERVICES](#)

bhavikdavda@in.com

deposited with **TR6 challan** with a duplicate copy in any branch of Central Bank of India. (CBS Branches in Urban area only).

Documents Required along with IEC.

The IEC application form must be submitted along with the following documents.

1. Covering letter on the companies letter head for issue of new IEC Number
2. Two Copies of ANF2A with sign of applicant on each page.
3. PAN CARD- Self Attested.
4. Current Bank Account latest bank statement showing name of your company and address.
5. Bankers Certificate (in Appendix-18B)
6. Receipt of the application fees payment i.e. bank receipt evidencing payment of application fees
7. Two Copies of passport size photographs of the applicant duly attested by the banker.
8. Self Addressed envelope with Rs. 25 postal stamp for delivery of IEC number.

The Status of the application can be seen online on following website.

www.dgft.nic.in.

Thank You.

VAIBHAM [ACCOUNTS](http://www.dgft.nic.in) SERVICES

bhavikdavda@in.com