

OFF ICE OF THE COMMISSIONER OF CUSTOMS (EXPORT)
JAWAHARLAL CUSTOM HOUSE, SHEVA, DIST-RAIGAD
MAHARASHTRA

F. No. S/12-GEN-957/07 DBK (JCH)

Date : 06.12.2007

PUBLIC NOTICE- 54 /07

**Sub: Submission of requisite documents at the time of export
Examination reg.**

It has been noticed that the trade/CHA are not furnishing the essential documents such as CENVAT Certificate, Self Declaration, Leather Declaration etc. which are required to be filed for processing of drawback claims as per Rule 13(2) of Customs and Central Excise (Duties) Drawback Rules 1995. As a result, queries are being raised by drawback section for want of aforesaid documents. This leads to delay in processing the drawback claim as well as causing hardship to the exporters.

In order to avoid queries and subsequent delay in processing and auditing Drawback claims, the trade is advised to ensure that the following documents are produced at the time of examination of the cargo.

1. CENVAT Certificate/ Self declaration when the Central Excise portion of the drawback is claimed.

2. Duty-free finished Leather Declaration in case of leather and leather articles.
3. Chartered Engineers certificate wherever applicable.
4. Invoice with the declaration of wool content in case of woolen carpets/floor covering.
5. Packing list giving weight of individual items when the drawback unit is in KGS.
6. Invoice giving complete description of the goods under export.
7. Test-Report in terms of [P.N.03/2007](#) dtd. 09.02.2007 in case of Drawback claim is based on the composition.
8. NOC from the respective agencies/ authorities like WLRO, ADC, APEDA, etc. wherever applicable.
9. Test-Reports/ Sample Drawn by Central Excise authorities in case of Factory Stuffed Containers in terms of [P.N.03/2007](#).

In absence of above documents the claims will be processed and sanctioned on the basis of records available with the Drawback Section.

It is therefore advised that the Exporter should ensure that their Shipping Bills are complete in all respect before filing of the same.

(K. L. GOYAL)
Commissioner of Customs
Exports

Copy to : 1) The Chief Commissioner of Customs,
Zone II, NCH.
2) As per the Mailing list.