**On Exporter Letter Head**

Date :

To,

The Dy. /Asst. Commissioner of Customs,

Factory Stuffing Cell,

JNCH, Nhava Sheva,

**Sub: Request for factory stuffing permission under schemes Drawback/EPCG/MEIS**

Dear Sir,

With reference to above subject, kindly allow us to submit and complete procedure for getting factory permission, we are submitted following documents as required:-

1. REQUEST LETTER
2. AUTHORITY LETTER TO CHA
3. ANNEXURE B
4. NOC SEAL COVER FROM CENTRAL EXCISE OFFICE.
5. CANCELLED CHEQUE
6. IEC/PAN/RCMC SELF ATTESTED COPIES
7. C.A CERTIFICATE FOR LAST 03 YEARS
8. BALANCE SHEET OF LAST 03 YEARS
9. SUPORTING WAREHOUSE NOC

In view of above, Kindly allow our CHA: **Y.K.Logistics (11/1718)** to submit and complete all the documentation formalities.

It is our humble request, kindly do the needful and oblige.

Thanking you,

Yours faithfully

**For**

**Auth. Signatory**

Name:

Designation: