



GUIDELINES & INSTRUCTIONS

REGISTRATION CUM MEMBERSHIP CERTIFICATE (RCMC) (NEW)

Applicant(s) shall apply for License to the Licensing Authority through Board's online portal <https://www.dgft.gov.in>.

Applicant(s) are requested to go through the Guidelines/Instructions before submitting their application complete in all respects with all requisite documents/information.

The below mentioned each document should be self-attested with the seal of the company:

1. Application Form (Appendix-19A & 19B) duly filled in and signed along with date and seal of one of the Directors.
2. Copy of valid Exporter License issued by Tea Board.
3. Application fee to be paid through online portal.

Sd/-
Controller of Licensing
Tea Board