

APPENDIX- 2M
Form of Self Declaration for obtaining Duplicate Copy of
freely transferable Licences / Authorisations which are lost or misplaced
(as per para 2.23 and 2.24 of HBP)
To

The Regional authority

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I/We hereby solemnly affirm and declare that customs purpose copy/exchange purpose copy/both the copies of Licence No. / Authorisation No. _____ dated _____ issued to me/us have been lost/ misplaced, without having been registered with any Customs House / after having been registered with _____ (Customs House) and not utilised at all/ utilised partly.

The total amount for which the Licence / Authorisation was issued is Rs. (figure and words _____) and USD (figure in words)the total amount for which the duplicate is now required is to cover the balance of Rs. _____ and USD (figure in words)

The said Licence / Authorisation has not been cancelled, pledged, transferred or handed over by me/us or on my behalf to, any other party for any purpose/consideration whatsoever.

I/We request to cancel the original Licence / Authorisation in lieu of which the duplicate copy has been applied for by me/us.

I/We agree and undertake to return the original Licence / Authorisation, if traced later, to the issuing authority for record

Place:	Signature of the Applicant
Date:	Name
	Designation
	Official Address
	Telephone
	Residential Address
	Email Address

Documents to be enclosed with the application form

As per para 2.24 duplicate copy of freely transferable Authorisation may be issued against an application accompanied with following documents:

1. An application with fee equivalent to 10% of duty saved or duty credit (of unutilized balance).
2. A copy of FIR reporting loss.
3. *Self- declaration* to indemnify revenue loss, which may be caused on account of issue of such duplicate.