

CDB Assistance to Exporters for participation in International Exhibitions/Trade Fairs/Buyer Seller Meets

CDB is inviting applications from interested exporters for participation in international exhibitions/trade fairs/buyer seller meets. The objective is to support exporters to develop market for their coconut products globally by creating opportunities for participating in international events where there is potential for market development and market promotion of their specific product. The participants interested should submit the application in the prescribed format attached.

a. Eligibility for financial assistance for participation in international trade fairs/expos/market promotional events/buyer seller meets :

1. The firm should have a valid RCMC issued by CDB
2. The firm should not be under investigation/charged/prosecuted/debarred/ blacklisted under the Foreign Trade Policy of India or any other law relating to export and import business.
3. The exporter should not have availed any financial assistance under any scheme from the Government of India or State Governments for participation in the same event
4. The firm should have completed one year of membership with CDB as exporter.
5. Assistance shall be permissible to only one person (regular employee/director/partner/proprietor) representing the company. Assistance would not be available to exporters of foreign nationality or holding foreign passport.
6. A firm will be extended assistance for participation in a maximum of two events in a year.

b. Procedure for submission of proposal for assistance :

1. The proposal for participation in the exhibition should be submitted 60 days before the start of the event
2. The applicant should attach copies of documents - RCMC, statement of export details during past three years, passport copy of delegate attending the event.

c. Financial assistance proposed under the scheme :

CDB will extend assistance for the following expenses subject to the specified conditions and limits

Item	Assistance proposed
Space rent	80% of the space rent across all categories subject to a maximum of Rs. 80,000/- . The space rent will subject to maximum booth/stall size of 9 Sq. Mtrs. or minimum booth/stall size provided by concerned Indian trade bodies (eg. ITPO, FIEO etc) or the Fair Organiser.
Air fare	75% of the actual economy class air fare across all categories limited to Rs. 75,000/- (for one representative from each participating enterprise)

d. Procedure for submission of claim :

1. After participation in the event, the claim for reimbursement should be submitted within 30 days of completion of the event. All supporting documents of items of expenditure on travel, accommodation and space rent should be submitted.
2. A report of the participation in the event with details of market access obtained, enquiries received and markets identified should be submitted along with photos of participation
3. The filled in evaluation format should also be submitted.

The scheme is proposed to encourage export and extend market development opportunities through participation in trade fairs/expos.

Duly filled in application form along with supporting documents may please be sent to “The Chairman, Coconut Development Board, Kera Bhavan, SRV Road, Ernakulam, Kerala Pin-682011”. Advance copy of the application may be mailed to cdbmarket@gmail.com.

**APPLICATION FORM FOR PARTICIPATION IN INTERNATIONAL
EXHIBITION/TRADE FAIRS/ BUYER SELLER MEETS**

1. Name and address of the firm :

2. Email ID :
3. Contact Number :
4. Details of the program proposed for participation
 - a. Name of the Event :
 - b. Venue :
 - c. Country :
 - d. Date and duration of the event :
 - e. Details of the space proposed to be booked
 - i. Area (in sq mtrs) :
 - ii. Rent/sq m (in Rs) :
 - iii. Total Rent (in Rs.) :
 - f. Air Fare (approx. in Rs) :
5. RCMC number and valid upto :
6. Products exported :
7. Quality Certifications if any :
8. Details of TMoC assistance availed if any :
9. Name of the person representing the firm
at the event and position :
10. Total Turnover during 2017-18 : Volume(in MT) :
Value (in Rs Lakhs):
11. Export Turnover during 2017-18 : Volume(in MT) :
Value (in Rs Lakhs):
12. Details of the program attended during the year 2018-19
with financial assistance of CDB :

DECLARATION

I/We hereby declare that the above mentioned particulars are true to the best of my/our knowledge and also declare that I/We will strictly abide by the terms and conditions laid down in the scheme of assistance for participating in international exhibition/trade fairs/ buyer seller meets and have not availed/proposed to avail any assistance from any other government agencies for the above program.

Signature _____

Name _____

Place:

Designation _____

Date:

Seal

Checklist of documents to be enclosed
1.Copy of RCMC issued by CDB
2.Self declaration that the firm has not been under investigation/ charged/ prosecuted / debarred / blacklisted
3.Details of export of goods for the last year to be furnished in the format prescribed in Annexure I
4.Copy of Passport of the delegate

- 1. Applications should be send to CDB 60 days before the start of the event**
2. Assistance will be made **on reimbursement basis** only and that too after verifying the bills / vouchers submitted in support of the claim. All claims need to be duly substantiated by proof of payment against invoices. In the event of any false claims being lodged, Board reserves the right to claim refund of the amount granted to the applicant with applicable interest.
3. Duly filled in application form along with supporting documents may please be sent to “The Chairman, Coconut Development Board, Kera Bhavan, SRV Road, Ernakulam, Kerala Pin-682011”. Advance copy of the application may be mailed to cdbmarket@gmail.com.

PROFORMA FOR FURNISHING EXPORTS RETURNS FOR THE YEAR 2017-18

1. Name of the Exporter :
2. IEC No :
3. RCMC Number :
4. Export Performance

ITC HS Code	Item(s)	Port Of Export	Country of Export	Export during the year 2017-18	
				Quantity (in MT)	FOB Value (in Rs.)

Signature

Name:

Address:

Place:

Date:

Seal