

**FORM F (a)**  
**[Clause 5.2 (i)]**

**Form of Application for the grant of Freight Assistance**

1. Name of the applicant (Authorized person):
2. Adhaar Number:
3. Name of the applicant unit:
4. Address of the unit with telephone number and e-mail:
5. Items of exports:
6. Constitution of the exporting unit:  
(Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership) etc.)
7. EM Part-II/UAM No. & Date:
8. Import-Export Code Number:
9. Name of the concerned Bank through which export transaction undertaken:
10. Details of export & amount of freight assistance claimed:

Year	Total FOB value certified by custom & central excise as per Annexure - 1	1% of total FOB value	Total amount of freight paid from place of manufacture to the port as per CA certificate	Amount of freight subsidy claimed (1% FOB or freight paid, whichever is less)

11. Self attested copies of documents to be attached with the claim : -
  - (i) Acknowledgement of EM Part-II/ UAM.
  - (ii) Certificate in Form "A" and Form "C" issued by Registrar/District Registrar of Firms & Societies, alongwith a copy of Partnership Deed/Certificate of the Incorporation of the Company in case of limited companies.
  - (iii) Special Power of Attorney (duly attested by Notary Public)/ Resolution of Board of Directors of the Company in Form (b)/F(c) in original in case of limited companies.
  - (iv) Registration-cum-membership issued by relevant Export Promotion Council.

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- (v) Certificate of Importer Exporter Code (IEC) issued by DGFT.
- (vi) Shipping Bills (EP Copy).
- (vii) Bank Realization Certificate of concerned shipping bill.
- (viii) Land proof- allotment letter/rent deed/lease deed.
- (ix) Change of Land use (CLU)/NOC from competent authority, if applicable.
- (x) Chartered Accountant Certificate in respect of total eligible amount of Freight paid from place of manufacture to the sea port in the prescribed form F (d).
- (xi) Chartered Accountant Certificate in respect of total FOB Value in the prescribed form F (e).
- (xii) Details of exports in Annexure-1.

Signature of Applicant  
(with seal)

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Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate):

I, \_\_\_\_\_ do hereby solemnly state that I am proprietor/partner/director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is engaged in the manufacture of \_\_\_\_\_ and export of goods manufactured in Haryana and I have been authorized to file this freight assistance claim with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the goods on which freight assistance has been claimed, have been manufactured/ assembled/ processed in my above said unit.

3. I do hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) granted to me at the compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant  
with complete address.  
(with seal)

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**Annexure - 1**

**DETAILS OF EXPORTS:**

Sr. no.	Shipping Bill No. & date	FOB value certified by custom	1% of FOB value	Bill of lading No. & date
	<b>Total</b>		---	---

**Note :** Attach copies of shipping bills (EP Copy).

Signature of Applicant  
(with seal)