

**FORM : PP**  
**EXCHANGE CONTROL**  
**(EXPORTER'S DECLARATION)**  
**ORIGINAL**

**Form Number:**

(Please see 'Notes to Exporters' overleaf)

1. (a)	Name of the Post Office.....	
(b)	Number and date of Parcel Receipt.....	
2.	Exporter's Name:.....	(for RBI use)
3.	Importer/Exporter Code No:.....	
4.	Buyer's/Consignee's Name and address:.....	
5.	Country of destination.....	
6.	Nature of contract*(i)CIF/(ii)C&F/(iii)FOB/(iv)Others Specify): .....	
7.	Date of despatch .....	
8.	Type of shipment*(i)Outright Sale/(ii)Consignment export/(iii)Others (Specify) .....	
9.	Description of goods: .....	
10.	Quantity of goods: Unit ? ..... Quantity.....	
11.	Currency of Invoice.....	
	[? Tonne/Kilogram/ Litre/Cubic Metre/ Sq. Metre/Metre/Number/Others (Specify)]	

@	Where the full export value is not ascertainable, value expected on sale of goods in the overseas market may be shown	12.	Analysis of export value:		
?	No application permission for remittance/deduction from the declared value on account of agency commission and/ or discount will be entertained by the Reserve Bank or authorised dealer unless these have been declared on this form	Particulars	Currency	Amount	
		@ Full Export value			
		F.O.B. Value			
		Freight			
		Insurance			
		? Discount (Rate....)			
		? Agency Commission (Rate....)			

	(For Customs Use)	13.	Customs Assessable Value
	Export Value verified		(Rupees).....
	(Customs Appraiser)		

14.	If the export is made under general permission of the Reserve Bank of India, Number and date of its approval.....			
15.	If the export is made under L/C arrangements, name of advising bank in India.....			
16.	State if the payment is to be received through the Asian Clearing Union: *Yes/No.....			
17.	Name & address of bank through whom payment is to be received.....			

I/we hereby declare that I/we am/are the \*SELLER/CONSIGNOR of the goods in respect of which the declaration is made and that the particulars given above are true and that \*(a) the export value as contracted with the buyer is the same as the full export value declared above /\*(b) the full export value of goods is not ascertainable at the time of export and that the value declared is that which I/we, having regard to the prevailing market conditions, expect to receive on the sale of goods in the overseas market.

I/we undertake that I/we will deliver to the bank named above the foreign exchange representing the full export value of the goods on or before ? ..... in the manner specified in the Regulations made under the Foreign Exchange Management Act, 1999. I/we further declare that I/we am/are resident in India and I/we have a place of business in India.

I/we\* am/are not in the Caution List of the Reserve Bank of India.  
am/are

**? State approximate date of delivery which must be within six months from the date of shipment.**

**\* Strike out whichever is not applicable.**

(For A.D.'s use)			(Signature of Exporter)
		Date:	
Stamp & Signature of Authorised dealer		Address	
Date:.....			
Bank's Uniform Code No.....			

#### NOTES TO EXPORTERS

1)	<b>This form should not be pasted on the Parcel.</b>
2)	The PP form procedure applies to postal exports to all territories outside India excluding Nepal and Bhutan. The PP form should be completed in duplicate in all cases.
3)	The Original should be submitted by the exporter to the Post Office after having it countersigned by an authorised dealer in foreign exchange. The Post Office through which the goods have been despatched will forward the Original to the nearest office of Reserve Bank of India.
4)	All documents relating to export of goods from India must be passed through the medium of an authorised dealer in foreign exchange in India <b>within 21 days of the date of shipment</b> of the goods.
5)	The amount representing the full export value of goods must be realised within six months from the date of shipment.
Note:	Government of India/Indian financial institutions may conclude from time to time Special Trade Agreements with other countries providing for settlement of certain payments from the countries in a specified manner or for exports to be financed from Government to Government Credits. Reserve Bank will advise authorised dealers of such arrangements by issue of circulars. Methods of payment specified in the individual arrangements will have to be followed in such cases.
	SPACE FOR USE BY RESERVE BANK OF India

**FORM : PP**

<b>EXCHANGE CONTROL</b>					
<b>(EXPORTER'S DECLARATION)</b>					
<b>DUPLICATE</b>					
<b>Form Number:</b>					
1. (a)	Name of the Post Office.....				
(b)	Number and date of Parcel Receipt.....				
2.	Exporter's Name:.....				<i>(for RBI use)</i>
3.	Importer/Exporter Code No:.....				
4.	Buyer's/Consignee's Name and address:.....				
5.	Country of destination.....				
6.	Nature of contract*(i)CIF/(ii)C&F/(iii)FOB/(iv)Others Specify: .....				
7.	Date of despatch .....				
8.	Type of shipment*(i)Outright Sale/(ii)Consignment Export/(iii)Others (Specify) .....				
9.	Description of goods: .....				
10.	Quantity of goods: Unit ? ..... Quantity.....				
11.	Currency of Invoice.....				
	[? Tonne/Kilogram/ Litre/Cubic Metre/ Sq. Metre/Metre/Number/Others (Specify)]				
<b>@</b>	<b>Where the full export value is not ascertainable, value expected on sale of goods in the overseas market may be shown.</b>		<b>12. Particulars</b>	<b>Analysis of export value: Currency</b>	<b>Amount</b>
			<b>@Full Export value</b>		
<b>?</b>	<b>No application for Permission for remittance/ Deduction from the Declared value on account of agency commission and/ or discount will be Entertained by the Reserve Bank or Authorised dealer unless these have been declared on this form</b>		<b>F.O.B. Value</b>		
			<b>Freight</b>		
			<b>Insurance</b>		
			<b>? Discount (Rate....)</b>		
			<b>? Agency Commission (Rate....)</b>		
	<b>(For Customs Use)</b>	<b>13.</b>	<b>Customs Assessable Value</b>		
	<b>Export Value verified</b>		<b>(Rupees).....</b>		
	<b>(Customs Appraiser)</b>				

14.	If the export is made under general permission of the Reserve Bank of India, Number and date of its approval.....				
15.	If the export is made under L/C arrangements, name of advising bank in India.....				
16.	State if the payment is to be received through the Asian Clearing Union: *Yes/No.....				
17.	Name & address of bank through whom payment is to be received.....				

I/we hereby declare that I/we am/are the \*SELLER/CONSIGNOR of the goods in respect of which the declaration is made and that the particulars given above are true and that \*(a) the export value as contracted with the buyer is the same as the full export value declared above /\*(b) the full export value of goods is not ascertainable at the time of export and that the value declared is that which I/we, having regard to the prevailing market conditions, expect to receive on the sale of goods in the overseas market.

I/we undertake that I/we will deliver to the bank named above the foreign exchange representing the full export value of the goods on or before ? ..... in the manner specified in the Regulations made under the Foreign Exchange Management Act, 1999. I/we further declare that I/we am/are resident in India and I/we have a place of business in India.

I/we\* am/are not in the Caution List of the Reserve Bank of India.  
am/are

? State approximate date of delivery which must be within six months from the date of shipment.

\* Strike out whichever is not applicable.

(For A.D.'s use)			
			(Signature of Exporter)
		Date:	
Stamp & Signature of Authorised dealer		Address	
Date:.....			
Bank's Uniform Code No.....			

NOTE: All documents relating to export of goods from India must be passed through the medium of an authorised dealer in foreign exchange in India within 21 days of the date of shipment of the goods.

**FOR AUTHORISED DEALERS'S USE**

**Uniform Code Number:**.....

Date of \*(i)negotiation/(ii)receipt for collection.....Bill No.....

*Strike out	Type of bill *DA/(ii)DP/(iii)Others.....
Whichever is	Type of shipment: *(i)Firm Sale Contract/(ii)Consignment
not applicable	Basis/(iii)Others (Specify).....
	The PP form was included in the Statement sent to the Reserve Bank with
	the R Return for the fortnight ending.....sent on.....

We certify and confirm that we have received the total amount of ..... as under being the proceeds of exports declared on this form. (Currency) (Amount)						
Date of Receipt	Currency	Credit to Nostro Account in	Debit to NR Rupee Account of a bank	Period of R Return with which the realisation has been reported to		
		(country)	in (country)			
		In our Name	In the Name of ₹	Held with us	Held with ₹	
(1)	(2)	(3)	(4)	(5)	(6)	(7)

(₹ Write the name of the concerned Indian Authorised Dealer branch). Any other manner of receipt (Specify)

.....  
 .....

(Stamp & Signature of authorised dealer)

Date:.....

Address:.....

**Notes to Authorised Dealer:**

1.	Please ensure that the columns on the face of the PP form have been completed by the exporter and that they have been duly authenticated by the Postal authorities wherever necessary.
2.	In case the net amount received falls short of the full export value declared on the form for reasons other than deduction of bank charges, please indicate the authority conferred on the authorised dealers by Reserve Bank in terms of the Directions issued in this regard or the Reserve Bank of India's approval number and date for reduction.