

CUSTOMER REQUEST LETTER FOR ADVANCE IMPORT OF GOODS AND SERVICES

(This letter needs to be taken from customer on their letter head, if taken on plain paper then 'For seal' of the customer needs to be affixed at all the places it is signed)

To
The Branch Manager,
State Bank of India,
Commercial Branch.

09/03/2026

Dear Sir /Madam,

I/We hereby request you to remit the payment of FCY USD AMT 2442 for the import of goods/services as per the details provided below. Kindly debit our EEFC/Cash Credit account no 41298542324 for an amount of FCY USD AMT 2442 and debit the balance amount to our Cash Credit account no: FCY USD AMT 2442 along with your charges.

50A	Name of the Applicant	GAINUP TECHNOTEK LIMITED
	Address of the Applicant	1272/3B DINDIGUL-BATLAGUNDU HIGHWAY,OTTUPATTI(PO),DINDIGUL-624708
	IEC	AAJCG4818L
	GSTIN	33AAJCG4818L1ZD
	Operating Account Number	41298542324
	Contact Details for this transaction	Name: RAMPRASATH Mobile No: 9384447773 Email ID: ramprasath.e@gainup.in
59A	Beneficiary's Name and Address with country name	HUAFON MICROFIBRE (JIANGSU) CO.,LTD. NO.9,SHIDI AVE,LVSI PORT ECONOMIC DEVELOPMENT ZONE,QIDONG CITY,JIANGSU,226246,CHINA.
57A	Beneficiary Bank SWIFT/BIC CODE	BKCHCNBJ940)
	Beneficiary's bank name & address along with country name	Bank of China QIDONG SUB-BRANCH
	Beneficiary Account Number or IBAN Number	537867943236
56A	Intermediary Bank BIC (Correspondent of 54a)	NA
	Intermediary Bank Name, Address	NA NA
54A	Beneficiary's Bank's Correspondent Bank's Name, Address (if available)	
	BSB No/SORT CODE/Routing No/Transit Code/CNAP Code (56A/57A/54A)	56A: NA 57A: NA 54A: NA
32A/ 33B	Amount to be remitted	CCY : Amount in USD 2442/-
	Amount to be remitted in words	TWO THOUSAND FOUR HUNDRED FORTY TWO ONLY
71A	Foreign Bank charges	OUR <input type="checkbox"/> BEN <input type="checkbox"/> SHA <input checked="" type="checkbox"/>
	Import Type	Goods <input checked="" type="checkbox"/> Services <input type="checkbox"/> Merchant Trade <input type="checkbox"/>
	Purpose code	S0101
	Payment Terms	Full <input checked="" type="checkbox"/> /Partial (of invoice value) *In Case of Partial
	Description of Goods/Services:	CHICRON 0.6 DDY / 137 CM
	H S N Code:	0
	Mode Of Transport:	SEA

	Country of Origin of Goods:	china
	Port of Loading/Port of Shipment/Airport of Departure:	CHINA
	Port Of Discharge/Airport of Discharge:	CHENNAI
	Expected date of shipment of Goods/procurement of Services:	03/05/2026
	Invoice No./underlying document No. and Date:	HF-GP26001 DT : 02/04/2026
	Supplier's name and Address (If other than beneficiary)	NA
	If Merchant trade	First leg <input type="checkbox"/> Second leg <input type="checkbox"/>
	Country of Destination (Applicable, if MTT):	NA
70	Any specific information to be mentioned in SWIFT message	IMPORT ADVANCE PAYMENT
	Whether the Payment is being made to a beneficiary other than the actual seller	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If Yes, Whether the Name of the Payment Party details are mentioned in Supporting Document	Yes <input type="checkbox"/> No <input type="checkbox"/>
	If No, Mention Tripartite Agreement details or other supporting document	NA
	Whether payment is going to Related Party	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If yes, Please confirm the related party is a JV or WOS	Yes <input type="checkbox"/> No <input type="checkbox"/>

If any remittance was made earlier, the details thereof be entered below,

S No	Remittance Ref No	Remittance Date	CCY	Amount	AD Bank

License Details (If restricted import)				
License No	Date of issue	Date of expiry	Face value of license	Amount to endorse

DEBIT ACCOUNT/DEAL UTILISATION DETAILS:

SNO	Exchange Rate Ref No (Deal /PCFC/Forward)	Debit Account (Current/EEFC/CC/OD/EEFC/DDA)	CURRENCY	AMOUNT
1		41298542324	USD	2442/-
2				
3				

UNDERTAKING-CUM-DECLARATION FOR PROCESSING IMPORT ADVANCE PAYMENT

Section-A Declaration for physical import of goods/services and submission of documentary evidence of Import:

I/We hereby undertake and declare that:

1. We hereby undertake and declare that the physical import of the said goods into India will be made within six months (three years in case of capital goods) from the date of remittance and shall furnish the documentary evidence of import within fifteen days from the close of the relevant period. In the event of non-import of goods, the amount of advance remittance shall be repatriated to India or shall be utilized for any other purposes for which release of exchange is permissible under the FEMA 1999 and the Rules or Regulations made thereunder.
2. We declare and confirm that all charges mentioned on invoice will be included in Bill of Entry. (If invoice showing additional charges like Freight, insurance, packaging etc.)
3. We declare and confirm this is an advance payment which will be adjusted against final shipment of goods, and we will submit bill of entry for this payment (If Invoice showing deposit instead of advance).
4. I / We certify that this transaction:
 - a. does not violate any UN, EU, US, and sanctions by other authorities in any manner including Carriers.
 - b. abides by the RBI norms as circulated via extant Master Circular on Imports of Goods & Services.
5. After import of goods, will share details of Bill of Entry (BOE)/Courier Bill of Entry (CBE).
6. After procurement/import of service, will produce a certificate from Chartered Accountant, indicating that the services have been procured/imported.
7. In case of non-physical imports (i.e.) software or data through internet/datacom channels and drawings and designs through e-mail/fax), will produce a certificate from Chartered Accountant and keep Customs Authorities informed on such imports.

Section - B (FEMA Declaration) :(Under Section10 (5), Chapter III of The Foreign Exchange Management Act, 1999)

1. The transaction mentioned under this Undertaking-Cum-Declaration does not contravene the provisions of the Foreign Exchange Management Act 1999 (FEMA) and rules/regulations made thereunder.
2. I / We hereby declare that the transaction the details of which are specifically mentioned in the schedule hereunder does not involve and is not designed for the purpose of any contravention or evasion of the provisions of the aforesaid act of any rule, regulation, notification, direction, or order made thereunder.
3. I/ We also hereby agree and undertake to give such information/ documents as will reasonably satisfy you about this transaction in terms of the above declaration.
4. I/ We also understand that if I/ We refuse to comply with any such requirements or make only unsatisfactory compliance therewith, the bank shall refuse in writing to undertake the transaction and shall if it has reason to believe that any contravention /ev asion is contemplated by me /us report the matter to Reserve Bank of India.
5. I/We further declare that the undersigned has/have the authority to give this declaration and undertaking on behalf of the firm/company.

Section - C (General declaration):

1. I/We confirm that the goods being imported by me/us are not covered under Negative list of imports as mentioned in Chapter_____ of latest Exim Policy in vogue and amendments there to till date and I/We are eligible to import the above-mentioned goods under the current Export and Import Policy in place. I/We confirm that said goods imported/being imported by me/us are not restricted for import through specific licensing under the above-mentioned policy and amendments. (This clause is not applicable in case the goods are under the negative list of import).
2. I/We further declare that we have not made payment against the same invoice/contract through any other AD Bank/branch. (If any remittance was made earlier, the details thereof be obtained)
3. I/We declare that in the event of non-import of goods for which the remittance is requested I/we will take up the matter vigorously with the beneficiary for refund of the remitted funds to India.

I/we agree that in the event of transaction could not be executed/debited to my/ our account after submitting the request for processing to the bank on account of insufficient/ unclear balance at the same time of execution of the transaction in my/ our account any exchange losses incurred in this connection due to reversal of the Forex deal can be charged to my/our State Bank of India account.

1. I/we agree that in the event the transaction is cancelled or revoked by me/us after submitting the request for processing to the bank any exchange losses incurred in this connection can be charged to my/our State Bank of India account. I/we further agree that once the funds remitted by me/us have been transmitted by State Bank of India to the correspondent and/or beneficiary banks, State Bank of India shall not be responsible for any delays in the disbursement of such funds including the withholding of such funds by the correspondent and/or beneficiary banks. I/We further agree that once the funds remitted by me / us have been transmitted by State Bank of India, intermediary Bank charges may be levied by Correspondent and / or Beneficiary Banks, which may vary from bank to bank.
2. I/we agree that in the event the transaction being rejected by the beneficiary bank because of incorrect information submitted by me, any charges levied by the beneficiary bank or exchange losses incurred in this connection can be charged to my State Bank of India account.
3. I/we also agree that the exchange rate will be applicable at the time of deal booking and may vary from the rate prevailing when the request is submitted. I/we also understand that the rate communicated to us (if any) is an indicative rate and the actual rate may be different from the same.
4. I/we also declare that the transaction does not have linkage with Specially Designated Nations and blocked person (SDN) countries listed under OFAC/UN sanctions in any manner. I/we undertake not to hold State Bank of India responsible for any of its action or inaction in respect of the OFAC-linked/UN sanctioned transactions.
5. In case of merchanting trade transaction, I/We undertake to complete the entire export and import leg within a maximum period of 270 days and also undertake that outlay of funds will not exceed 4 months and without incurring any financial loss. We also undertake that both the legs of the merchanting trade transaction will be routed through State Bank of India only.
6. This is to certify that end use of goods involved in this transaction is not meant for arms and ammunition related purpose.
7. I/We also certify that the consignment does not have any hazardous waste, Municipal waste, or biomedical waste.
8. I/We also hereby agree and undertake to give such information/documents as may be reasonably required by you to your satisfaction about this transaction in terms of the above declaration. It is further declared that the undersigned has/have the authority to give this Undertaking-cum-Declaration on behalf of the company as duly authorized by the company.

Yours Faithfully,

AUTHORISED SIGNATORY

(For seal of the company / firm to be affixed at the place of signature)