



EXPORT PROMOTION COUNCIL FOR HANDICRAFTS

EPCH HOUSE, POCKET 6 & 7, SECTOR 'C', LOCAL SHOPPING CENTRE, VASANT KUNJ, NEW DELHI-110070

Tel: 91-11-26135256

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REF.NO.EPCH/RENEWAL-MEM/2018

08 March, 2018

REGISTERED POST/E-MAIL

SUB: ANNUAL MEMBERSHIP SUBSCRIPTION FOR THE YEAR 2018-19 RENEWAL – REG.

Sir/Madam,

Your association with EPCH, has been of immense pleasure and a matter of pride for us. We want to make sure you have a continued association with Export Promotion Council for Handicrafts. Your Annual Membership with the Council for the financial year 2017-18 is valid upto 31st March 2018. The Annual Membership subscription for the year 2018-19 will be due on 1st April 2018.

We, therefore, request you to renew your Membership for the year 2018-19 by remitting the amount of **Rs. 2950/- (Rs. Two Thousand Nine Hundred Fifty Only) including GST 18% by** RTGS/NEFT payment transfer/ Cheque / Demand Draft / Banker's Cheque in favour of **"Export Promotion Council for Handicrafts"** payable at New Delhi. You may forward your payment in enclosed Proforma-A and also forward an essential undertakings in the enclosed Proforma-B. In case payment is made by RTGS/NEFT or online payment please inform by E-mail to: renewmembership@epch.com, accounts1@epch.com.

We look forward to your continued Membership with EPCH and if you have any query about your Membership, please contact to Council.

Thanking you and assuring you of our best services at all time.

Yours faithfully,

[RAKESH KUMAR]
EXECUTIVE DIRECTOR

Encl: Proforma

Note:-You can remit your Annual Membership 2018-19 through RTGS/NEFT as details given below:

Name of the Beneficiary	Export Promotion Council for Handicrafts
Beneficiary Address	"EPCH HOUSE" Pocket 6 & 7, Sector-C, L.S.C. Vasant Kunj, New Delhi-110070
Bank Name	ORIENTAL BANK OF COMMERCE
Branch Name	MAHIPAL PUR , NEW DELHI-110037
Current Account No	00291010002970
RTGS/IFSC Code No	ORBC 0100029
Branch Code	0029

To,

**THE EXECUTIVE DIRECTOR
EXPORT PROMOTION COUNCIL FOR HANDICRAFTS
"EPCH HOUSE", POCKET 6 & 7, SECTOR-C,
L.S.C., VASANT KUNJ,
NEW DELHI-110070**

Sub: **ANNUAL MEMBERSHIP SUBSCRIPTION FOR THE YEAR 2018-19 – RENEWAL REGD.**

Name & Address of the Firm:

TAN: (Tax Deduction Account No.)

PAN: (Permanent Account No.)

GST NO.

Tel: (with STD code)
 Fax: (with STD code) Mobile No.
 Email
 Membership Number: **EPCH/MEM/**..... /

EXPORT PERFORMANCE

Year of Export	Items of (Handicrafts)	Exports	Export Performance (Amount in Rs.)
2015-2016 (April-March)	- DO -		
2016-2017 (April-March)	- DO -		
2017-2018 (April-March)	- DO -		

Cheque/Demand Draft/Banker's Cheque No. Dated

Amount **Rs. 2950/- (Rs. Two Thousand Nine Hundred Fifty Only)** in favour of **Export Promotion Council for Handicrafts** payable at **New Delhi** or you can remit above payment through **RTGS/NEFT** as below details.

BANK DETAILS FOR PAYMENT MADE BY RTGS/NEFT

Name of the Beneficiary **Export Promotion Council for Handicrafts**
 Beneficiary Address **"EPCH HOUSE" Pocket 6 & 7, Sector-C, L.S.C. Vasant Kunj, New Delhi-110070**
 Bank Name **ORIENTAL BANK OF COMMERCE**
 Branch Name **MAHIPAL PUR , NEW DELHI-110037**
 Current Account No **00291010002970**
 RTGS/IFSC Code No **ORBC 0100029**
 Branch Code **0029**

Name of the firm against which payment remitted :-

Your A/C No. _____
 RTGS/NEFT Code No. _____
 Branch Code _____ Bank Code _____
 Amount Rs. _____

DECLARATION

I/We hereby solemnly declare that the above-mentioned facts are true and to the best of my/our knowledge. We further declare that our membership is liable to be cancelled in the event of wrong declaration about export performance of Handicrafts given by us.

Dated
 Designation

Signature with Name &
 affixing Rubber Stamp

EXPORT PROMOTION COUNCIL FOR HANDICRAFTS

CODE OF CONDUCT FOR THE MEMBERS OF THE EXPORT PROMOTION COUNCIL FOR HANDICRAFTS

It will be the responsibility of the Members to ensure that no child labour, prohibited by the Child Labour [Prohibition & Regulation] Act, 1986 is employed in the production of the handicrafts, either in their own premises or, in case of outsourcing of work, in the premises of the entity to which the work has been outsourced.

- **In case of violation of the Code of Conduct, a Show-Cause Notice will be issued to the members by giving him/her an opportunity to explain the circumstances under which the violation has been made.**
- **The explanation so received will be placed before the Committee of Administration to enable it to decide action to be taken in respect of that violation.**
- **In case a member is found guilty of violating any of the terms of the Code of Conduct for more than two occasions, the EPCH will put case before the Committee of Administration for a decision regarding de-registration of such members.**
- **The Committee of Administration may de-register a member after giving him an opportunity to appear and defend himself before the Committee.**
- **It will be the responsibility of each member to ensure strict compliance of the Code of Conduct.**
- **The Code of Conduct shall apply to all members of the Council.**

Date

Place

Signature

(Proprietor /Partner/ Director / Authorised
Signatory with rubber stamp)
Name of firm: