

# Federation of Indian Export Organisations

## Southern Region

Unit No.706, Spencer Plaza, 7th Floor, 769, Anna Salai, Chennai-600002

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Email: fieosr@fieo.org, Website: <http://www.fieo.org>

**File No.: FIEO/SR/19632/2020-2021/412**

Dated: 14-06-2022

M/s.MPR EXPORT

3/3-15A,,SIDHIYA CHETTTY STREET,,

JALAKANTAPURAM POST-636501

Tamil Nadu

Phone:9487129580

Dear Sir,

### **Sub: Membership of FIEO and Registration under the Foreign Trade Policy**

RCMC No: SR/412/2020-2021 and valid upto 31/03/2023

We have pleasure in forwarding herewith your RCMC in original duly renewed/amended. Kindly acknowledge receipt. Please download the attachments and open them using the latest version (recommended version 10 or above) of Acrobat Reader.

Please send us a request for endorsement of status as an One Star Export House/Two Star Export House/Three Star Export House/Four Star Export House/Five Star Export House as and when renewed/granted by office of DGFT along with copy of the certificate.

Please ensure to submit regularly your 'Quarterly Export Return' even if it is 'Nil' within 15 days of the close of quarter and 'Annual Export Return'. You are also required to submit your annual detailed scheme and action plan for exports every year on our prescribed format in compliance of the conditions of Membership of FIEO and registration under the Foreign Trade Policy provisions.

Please note that renewal of your membership and the registration is subject to annual membership subscription before expiry of three months from the commencement of the year to which it relates, i.e. by 30th June as laid down at Rule No.6 (iii) of the Rules and Regulation of FIEO under the Memorandum and Articles of Association. Therefore, please ensure that you remit your Annual Membership Subscription every year by 30th June.

Further, as per our records following is/are the authorised representative(s) of your organisation:

Authorized Representative	Email	Mobile
MR MOHAN RAJ B	mprexport2017@gmail.co m	9847129580

If you desire to update the list of your authorised representative you can do so by sending us a revised letter of authority, in original, on your letter head as per the format available on [www.fieo.org/LoA](http://www.fieo.org/LoA)

Contact Person	Email	Telephone	Mobile
MR MOHAN RAJ B MANAGER OPERATION	mprexport2017@gmail.com	9487129580	9487129580

Please note that the correspondence meant for election purposes are sent at the email ID of your company registered with us. However, ballots for casting of votes are sent only on the first email-id of the First Authorised Representative as given above. Please refer the election bye-laws of FIEO available on its website - (<https://www.fieo.org/bye-laws/bye-laws.pdf>).

Thanking You,

Yours faithfully,  
Federation of Indian Export Organisations

S. Selvanayagi

Joint Director

Encl: as above

Note: As per Foreign Trade Policy Provisions in force, the registered exporter is under obligation to intimate the change in constitution, address, etc. to the registering authority (FIEO) within 30 days of such change. The registering authority may condone the delay on merit in case of genuine hardships. In view of the above, you are advised to intimate us immediately as and when any change such as Directors/Partners/Address, Telephone, Fax, Email Id, etc takes place to enable us to serve you better.