



REGISTRATION FEES REIMBURSEMENT

Check List of Documents to be submitted along with the Application form, all of which should be self-certified with Company Seal

Sr. No	Name of the Document	
1	Duly filled Claim Form with signature and stamp of the firm	
2	List of registered Chemical Substances on the letter head of the company with stamp and signature of the firm as per format given below	
3	Statement of claim (Need to be submitted only if multiple payments are done)	
4	ECHA Invoice	
5	ECHA DECISION LETTER mentioning Registration number and registration date	
6	REACH IT Report of Substance mentioning CAS & EC No	
7	CERTIFICATE OF REGISTRATION issued by OR (Compliance Certificate)	
8	OR Invoice / Consultant invoice mentioning ECHA Fees, LOA Cost, Consultancy charges	
9	Lead Registrant Invoice	
10	Payment remittance advice indicating exchange rate. In case the payment has been made through EEFC account then submit the RBI Reference rate	
11	Receipt issued by the foreign authority/ ECHA/ OR/ Labs towards receipt of payment	
12	Chemexcil Membership Certificate (CHEMEXCIL's Annual Membership Fees for the current financial year should be paid and RCMC should be valid.)	
13	Copy of IEC Code of the firm	
14	Copy of Export House certificate, if applicable	
15	Copy of Manufacturing license for the substance issued by the Licensing Authority (in India) SSI – Udyam Registration LSM – IEM / SIA certificate	
16	State Pollution Control Board license (SPCB)	
17	CA certificate certifying the FOB Value of exports for the last 3 financial years	
18	CA Certificate certifying the expenses made towards registration	
19	DGFT IEC DEL status http://dgftebrc.nic.in:8090/Del_Status/jsp/index.jsp	
20	Notarized Affidavit (as per format) on non-judicial stamp-paper of Rs.500/- to be signed by Chairman/Managing Director/Managing Partner of the firm (To be submitted after amount is sanctioned by Ministry)	

List of registered Chemical Substances on the letter head of the company with stamp and signature of the firm List mentioning below in tabular format

- a. Sr. No.,
- b. Chemical Name of Product
- c. HS Code
- d. EC No
- e. CAS No
- f. Submission No.
- g. ECHA Fees paid in Euro
- h. Exchange rate
- i. ECHA fees paid in INR (As per bank exchange rate)
- j. LOA Cost in Euros
- k. Exchange rate
- l. LOA cost paid in INR (As per bank exchange rate)
- l. Consultancy Charges in Euros
- m. Exchange Rate
- n. Consultancy Charges paid in INR (As per bank exchange rate)
- o. Grant Total of all charges (INR)