



**GOVERNMENT OF ASSAM
INDUSTRIES & COMMERCE DEPARTMENT**

**ATTENTION EXPORTERS/FOREIGN TRADE FAIR
PARTICIPANTS**

Assam Trade Promotion Organisation under Department of Industries & Commerce Government of Assam, is compiling a Directory of (1)units/industries who are exporting their goods/products, have / are participating in various trade fairs outside the country through MSME, NSIC, EDCC/ Industries Department/ own etc.

(2) units/industries who desires to export /participate in overseas fairs and are producing exportable products

The Directory would form a basis for future selection of entrepreneurs for participating in various fairs/exhibitions inside and outside the country. Entrepreneurs are hence requested to send their details in prescribed application form available in web site **www.atpo.biz** or **www.investinassam.com**. The filled in applications may be sent to **General Manager, Maniram Dewan Trade Centre, Betkuchi, (adjacent to Balajee temple), Guwahati-35 through post or email: mdtcatpo@gmail.com**

APPLICATION FORM FOR DIRECTORY OF EXPORTERS/OVERSEAS EXHIBITORS(ALREADY EXPORTING/PARTICIPATING IN TRADE FAIRS)

1	Name of the unit/enterprise				
2	Detailed Postal Address of the unit/enterprise including email address				
3	Name of Owner/Director of the unit/enterprise/company				
4	Products manufactured in details				
5	SSI/EM registration No & date of registration(copy to be enclosed)				
6	Details of exports/ overseas sales carried out in last 3 years	Year	Name of the product	Export value	Country to whom exported
		2010-11			
		2009-10			
		2008-09			
7	List of fairs/exhibitions attended till date	Year	Country	Name of fair	Name of sponsor
8	Passport No. & date of validity				
9	Countries to which Visa is still valid				
10	P.A.N. no				
11	Income Tax statement of the last three years				
12	Items which are ready in hand for participation in trade fairs/exhibitions/exports(details of items)				
13	Balance sheet of last 3 years of the company				
14	Name of the person who would attend the fair/exhibition if selected and past experience				
15	Name of the website if any				
16	List of artisans in the firm/Company having Artisans Credit Card cum passbook issued by D.C. (handicraft) including products with copy				

APPLICATION FORM FOR DIRECTORY OF EXPORTERS/OVERSEAS EXHIBITORS(DESIRING TO EXPORT/PARTICIPATE IN OVERSEES TRADE FAIRS)

1	Name of the unit/enterprise				
2	Detailed Postal Address of the unit/enterprise including email address				
3	Name of Owner/Director of the unit/enterprise/company				
4	Products manufactured in details				
5	SSI/EM registration No & date of registration(copy to be enclosed)				
6	Details of product wise sales carried out in last 3 years	Year	Name of the products	Product value	
		2010-11			
		2009-10			
		2008-09			
7	List of fairs/exhibitions attended till date	Year	Location	Name of fair	Name of sponsor
8	Passport No. & date of validity				
9	P.A.N. no				
10	Income Tax statement of the last three years				
11	Items which are ready in hand for participation in trade fairs/exhibitions/exports(detailed of items)				
12	Balance sheet of last 3 years of the company				
13	Name of the person who would attend the fair/exhibition if selected and past experience				
14	Name of the website if any				
15	List of artisans in the firm/Company having Artisans Credit Card cum passbook issued by D.C. (handicraft) including products with copy				
16	Address of showroom if any				