

Date ;

To,
Deputy Commissioner of Customs
Courier Cell, EICI Terminal, Sahar Cargo,
Mumbai - 400099

AUTHORIZATION WITH KNOW YOUR CUSTOMER DOCUMENT

We hereby authorize Apex International,

To act as our authorized courier and / or agent to do all necessary acts on our behalf for customs clearance including filing of documents, declarations and Bills of Entry / shipping bills for clearance of all import and export shipments consigned to or by us from time to time through the courier, express or formal customs clearance mode.

File documents for import or export customs clearance of shipments based on the declaration and information regarding the shipments provided to Apex International by us or in the absence of the same, the information for import shipments provided to APEX INTERNATIONAL by the consignors for delivery in India.

Act in capacity of transporter of goods, and generate E-way bill 01 part A as per allowed provisions of E-way bill rules for shipments of landed value greater than INR 50,000

- 1) Part A comprising of details of GSTIN of recipient, place of delivery (PIN code), invoice or challan number and date, value of goods, HSN code, transport document number and reasons for transportation.
- 2) Part B comprising of transporter details (vehicle number)

The authorization shall remain valid until revoked in writing and acknowledged by APEX INTERNATIONAL in writing and shall cover all our shipments sent by or addressed to our various offices /branches in India. The authorization may be produced and presented before any customs station in India as formal authorization to your company for customs clearance of our shipments by you or your authorized agents.

Please provide the following Know Your Customer (KYC) document as applicable

Sr. no	Category	Document required
1	Individual	Any one of the falling document Passport copy with Address page Aadhaar Card
2	Firms, company, institution registered under GST laws	GSTIN registration copy IEC number
3	Exempted / Non registered firms, company, Institution under GST laws	PAN CARD IEC NUMBER
4	Embassy / UN bodies / government entities	Unique Identification Number (UIN) copy

IEC Number is mandatory to file shipment for clearance. The name / branch address of company as on the invoice should match as with that on shipping documents accompanying the shipment

We hereby indemnify and keep indemnified Apex International, against any irregularities detected in the contents or declarations and take full responsibility of the contents of the parcels tendered by us.

We / I duly declare that the above document is the true copy and verifiable with Original KYC document if called upon by customs/ government authorities.

Name _____

Sign / Stamped by Authorized Signatory