

LO Application Filing

LO Application Filing:

Applicant can file LO application once their registration got successfully verified. So, using their credential which they created in registration, they can login into their portal.

Left side navigation of applicant's portal, LO applicant entry page link is available to go to Application entry page.

The screenshot shows the 'Customs AEO' portal interface. The main heading is 'LO Application'. The left sidebar contains a navigation menu with 'LO Application' and 'Application Form' highlighted. The main content area displays the application form with the following details:

Company Name	Test LO Company Name	AEO Tier	LO
Zone	Chennai	IEC No	
Mobile	0088225566	Email	TLOCN040423@sdsdsidsx.com

Below the table, the form fields are as follows:

- Application Date: 05/04/2023
- Zone: Chennai
- Application submitted to zone on: 05/04/2023, HH: MM: AM/PM
- Submitted to (Officer's Name & Designation): Officer's Name & --Select Designation--
- Earlier AEO Certificate Number (If Any):
- Other Details:

In LO Application entry page, Applicant needs to provide following details,

- **Application Date:** when they submitted the application
- **Zone:** in which Zone they are applying, but it is auto-populated from registration details, it can't be modified.
- **Application submitted to zone on:** when they initiated the application in zone directly.

- **Submitted to (Officer's Name & Designation):** to whom they apply that application.
- **Earlier AEO Certificate Number(If Any) :** details about existing AEO Certificate details if any
- **Other Details:** if need to provide any other details from above
- **Business Category and relevant Document:**

They need to select their appropriate business category which is eligible to apply for LO. But as default business category have been pre-selected from registration details. But they can be changed from selection. But they have to upload relevant documents again based on their business category selection. If they select 'others', they then have to enter proper business category name.

Document Details:

- ✓ **Customs Brokers:** scan copy of 'Customs Brokers License'
 - ✓ **Console Agent:** scan copy of 'Registration Letter' which had been issued by 'Indian Customs'
 - ✓ **Freight Forwarder:** scan copy of 'relevant Document' Which had been issued by 'Indian Customs' Or 'DGFT'.
 - ✓ **Custodians:** scan copy of 'Public Notice \ Notification' which had been issued by 'Indian Customs'.
 - ✓ **Terminal Operators:** scan copy of 'Public Notice \ Notification' which had been issued by 'Indian Customs'.
 - ✓ **Warehouse Operators:** scan copy of 'Warehouse License' which had been issued by 'Indian Customs'.
 - ✓ **Others:** relevant document which had been issued by 'Indian Customs'.
- **Upload Major Client Details:** upload major client details document. (Clients Details should be include details of Client Name, IEC Code, Whether They are 'AEO' or 'Non AEO' or 'Applied for AEO', Import and Export Countries, Items Names with HSN Code). * Its mandatory if applicant select 'Customs Brokers' in business category selection. Otherwise, its optional.
 - **Ratio of AEO to Non AEO:** Ratio between AEO and Non-AEO Clients. * Its mandatory if applicant select 'Customs Brokers' in business category selection. Otherwise, its optional.
 - **Annexure document:** also applicant needs to upload following annexure documents.
 - ✓ Annexure – A (Application Form)
 - ✓ Annexure – B (Security Plan)
 - ✓ Annexure – C (Process Map)
 - ✓ Annexure – D (Site Plan)
 - ✓ Annexure - E.1 (General Compliance)
 - ✓ Annexure - E.2 (Legal Compliance)
 - ✓ Annexure - E.3 (Managing Commercial and (where appropriate) transport records)
 - ✓ Annexure - E.4 (Financial Solvency)
 - ✓ Annexure - E.5 (Safety and Security)

Note : all these upload document should be 'pdf' format and not more than 5mb file size.

Customs AEO

LO Application
Home > LO Application

Test LO Com... ▾

- Profile
- Application Eligibility Details
- Guide for Application Filing
- LO Application
- Application Form
- Applications View
- Application Delete Request
- Update Verification
- Registration Contact Details Update Request
- Company Name Change Request

Company Name:	Test LO Company Name	AEO Tier:	LO
Zone:	Chennai	IEC No:	
Mobile:	0088225566	Email:	TLOCN040423@sdsdsidsx.com

Application Date *

Zone *

Application submitted to zone on *

Submitted to (Officer's Name & Designation) &

Earlier AEO Certificate Number(If Any)

Other Details

Customs AEO

LO Application
AEOI202039933 / 20.02.2021

Test LO Com... ▾

- Profile
- Application Eligibility Details
- Guide for Application Filing
- LO Application
- Application Form
- Applications View
- Application Delete Request
- Update Verification
- Registration Contact Details Update Request
- Company Name Change Request

Other Details

Select Your Business \ Entity Category & Upload relevant document for each Category.

Customs Brokers

Freight Forwarder

Terminal Operators

Others

Console Agent

Custodians

Warehouse Operators

Upload Major Client Details. *
(Clients Details should include details of Client Name, IEC Code, Whether They are 'AEO' or 'Non AEO' or 'Applied For AEO', Import and Export Countries, Items Names with HSN Code).

Ratio of AEO to Non AEO *

Annexure Documents Note ⓘ

Customs AEO

Annexure Documents
Note ⓘ

S.No	Name of the Annexure	Actions
1	Annexure - A (Application Form) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
2	Annexure - B (Security Plan) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
3	Annexure - C (Process Map) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
4	Annexure - D (Site Plan) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
5	Annexure - E.1 (General Compliance) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
6	Annexure - E.2 (Legal Compliance) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
7	Annexure - E.3 (Managing Commercial and (where appropriate) transport records) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
8	Annexure - E.4 (Financial Solvency) *	<input type="button" value="PDF"/> <input type="button" value="View"/>
9	Annexure - E.5 (Safety and Security) *	<input type="button" value="PDF"/> <input type="button" value="View"/>

After filling all mandatory details, applicants need to click save button to 'Submit' application to approval process.

localhost9001 says
Application has been inserted Successfully

OK

Company Name: Test LO Company Name
Zone: Chennai
AEO Tier: LO
IEC No:
Mobile: 0088225566
Email: TLOCN040423@sdsdsidsx.com

Loading

Application Date: 05/04/2023
Zone: Chennai
Application submitted to zone on: 05/04/2023
Submitted to (Officer's Name & Designation): Officer's Name & --Select Designation--
Earlier AEO Certificate Number (If Any):
Other Details:

After save this application details, application view page will be redirected to see application details with document. Applicants can see application details whenever they need also they can check application approval status with same view screen.

It can be go through, 'Login -> applicant Portal -> LO Application -> Application View'.

Application LO Status

Registration | Application Details

Name of Company: Test LO Company Name
Registration For: LO
Zone: Chennai
Mobile: 0088225566
Email: TLOCN040423@sdsdsidsx.com
IEC No:
Business Category: Customs Brokers, Freight Forwarder, Terminal Operators, Others

Registration Business Category | Nature Details

S.No	Business Nature	Relevant Document	S.No	Business Nature	Relevant Document
1	Customs Brokers	View Document	2	Freight Forwarder	View Document
3	Terminal Operators	View Document	4	Others (3 PL Logistics Services)	View Document

Application Details

Application Tier: LO
Application Date: 05/04/2023
Zone: Chennai

Application Details

Application Tier: LO
Application Date: 05/04/2023
Zone: Chennai
Application submitted to zone on: 05/04/2023 10:30 AM
Submitted to (Officer's Name & Designation): Mr. Kannan & Superintendent
Earlier AEO Certificate Number (If Any):
Other Details: this is testing
Major Client Details: [To View Client Details](#)
Ratio of AEO to Non-AEO: 100:00

Application Business Category | Nature Details

S.No	Business Nature	Relevant Document	S.No	Business Nature	Relevant Document
1	Customs Brokers	click to view Document	2	Freight Forwarder	click to view Document
3	Terminal Operators	click to view Document	4	Others (3 PL Logistics Services)	click to view Document

Annexure Documents

Customs AEO

Clear Locals - This is testing

Test LO Code: -

Major Client Details: [To View Client Details](#)

Ratio of AEO to Non-AEO: 100:20

Application Business Category Nature Details

S.No	Business Nature	Relevant Document	S.No	Business Nature	Relevant Document
1	Customs Brokers	click to view Document	2	Freight Forwarder	click to view Document
3	Terminal Operator	click to view Document	4	Others (3 PL, Logistics Services)	click to view Document

Annexure Documents

- [To View Annexure - A \(Application Form\)](#)
- [To View Annexure - B \(Security Plan\)](#)
- [To View Annexure - C \(Process Map\)](#)
- [To View Annexure - D \(Site Plan\)](#)
- [To View Annexure - E.1 \(General Compliance\)](#)
- [To View Annexure - E.2 \(Legal Compliance\)](#)
- [To View Annexure - E.3 \(Managing Commercial ...\)](#)
- [To View Annexure - E.4 \(Financial Solvency\)](#)
- [To View Annexure - E.5 \(Safety and Security\)](#)

Current Application Status: Your AEO LO application is under process. Kindly contact the AEO Cell of the relevant Customs Zone for more information. The mail ID of the zone is provided under the tab "Communication address of the concerned zone" at left side of your dashboard.

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Issue Deficiency & Additional Submission Document

If application will be got any deficiency from official side, applicant should submit 'Additional Submission Document' for deficiency statement. Until then their process will be on hold.

When click 'LO Application -> Application Form' navigation, they is available segment for submit addition submission document.

Customs AEO

Provider 1) [VIEW LAKSHIBIR](#)

LSK030423003

Annexure Documents

- [To View Annexure - A \(Application Form\)](#)
- [To View Annexure - B \(Security Plan\)](#)
- [To View Annexure - C \(Process Map\)](#)
- [To View Annexure - D \(Site Plan\)](#)
- [To View Annexure - E.1 \(General Compliance\)](#)
- [To View Annexure - E.2 \(Legal Compliance\)](#)
- [To View Annexure - E.3 \(Managing Commercial ...\)](#)
- [To View Annexure - E.4 \(Financial Solvency\)](#)
- [To View Annexure - E.5 \(Safety and Security\)](#)

Current Application Status: There are certain deficiencies in your AEO LO application. Kindly contact the AEO Cell of the relevant Customs Zone for more information.

Additional Document *

[Save](#) [Cancel](#)

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The screenshot displays the 'Customs AEO' portal interface. On the left, a sidebar contains navigation options: Profile, Application Eligibility Details, Guide for Application Filing, LO Application (highlighted), Application Form, Applications View, Application Delete Request, Update Verification, Registration Contact Details Update Request, and Company Name Change Request. The main content area shows a table with application details:

5	Terminal Operators	click to view Document	6	Warehouse Operators	click to view Document
7	Others (3PL Logistics Provider 1)		click to view Document		

Below this is the 'Annexure Documents' section with buttons for viewing various documents:

- To View 'Annexure - A (Application Form)'
- To View 'Annexure - B (Security Plan)'
- To View 'Annexure - C (Process Map)'
- To View 'Annexure - D (Site Plan)'
- To View 'Annexure - E.1 (General Compliance)'
- To View 'Annexure - E.2 (Legal Compliance)'
- To View 'Annexure - E.3 (Managing Commercial ...)'
- To View 'Annexure - E.4 (Financial Solvency)'
- To View 'Annexure - E.5 (Safety and Security)'

The 'Additional Submitted Documents' section contains a table:

S.No	Uploaded On	View
1	05/04/2023 06:07 PM (latest uploaded)	click to View

A status message at the bottom reads: 'Current Application Status : Your AEO LO application is under process. Kindly contact the AEO Cell of the relevant Customs Zone for more information. The mail ID of the zone is provided under the tab "Communication address of the concerned zone" at left side of your dashboard.'

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Approved Application:

If LO application is got approved by officials based on various level of approval process, Applicant will receive LO certificate through mail from AEO Cell.

Rejected Application:

In any case, If LO application is rejected in approval process, Applicant will be allowed to file fresh LO application after 7 days of rejection date.