

User Guide – EMI Scheme Application Filing (<https://aeoindia.gov.in>)

For Eligible Manufacturer Importers (EMI) – Deferred Payment of Import Duty

Applicants are advised to read the CBIC Circular No. 08/2026-Customs dated 28.02.2026 before filing the EMI application.

Before You Begin

Check if you have received mail from DIC with the subject: “EMI Registration Successful – Application Filing Enabled”. If yes, proceed to file your application. If no, please wait for the mail from DIC.

Note: Only after registration is complete, the EMI Application Filing option will be enabled in your login.

Important: Keep all documents in PDF format for upload on the portal. Ensure documents are complete, legible and within the maximum upload size mentioned below.

Document Checklist (PDF)

Document	When required	Max upload size
IEC copy	Mandatory	1 MB
PAN copy	Mandatory	1 MB
Udyam certificate (MSME)	If applicable	1 MB
GST ITC-04 returns (last two half-years)	If applicable (Job work cases)	1 MB
GSTR-9C Returns	Mandatory	1 MB
CA Certificate with UDIN (in Appendix-III format)	Mandatory	1 MB
Audited financial statements (last two FYs)	Mandatory	5 MB
Authorisation letter for authorised signatory	Mandatory	1 MB
GST Registration Certificate for each GSTIN under the PAN	Mandatory	1 MB
Proof of property holding rights (lease/rent/title deed etc.)	Mandatory	1 MB

Overview of the EMI Application Form

The online application is divided into nine parts: A to G, Appendix II for Uploads, and Part H for preview and submission. Please complete each part and click “Save & Continue” to proceed.

You may use “Preview” before final submission to verify all entries and attachments.

Step-by-Step Instructions

Step 1: Log in to the EMI Module

Log in using your EMI credentials at <https://aeoindia.gov.in>.



The screenshot shows the homepage of the Indian Customs AEO Programme. The header includes the Indian Customs logo and navigation buttons: HOME, ABOUT AEO, AEO BENEFIT, AEO ELIGIBILITY, MPA BENEFIT, DOWNLOADS, and CONTACT US. The main heading is "Central Board of Indirect Taxes & Customs" and "INDIAN CUSTOMS' AEO PROGRAMME". Below this, there are four key benefits listed in colored boxes: 1. FASTER PROCESSING OF GOODS BY CUSTOMS, 2. MUTUAL RECOGNITION AGREEMENT, 3. ENHANCED REPUTATION FOR THE ORGANISATION, and 4. SECURE AND EFFICIENT SUPPLY CHAIN. The central text describes the programme's goals and benefits. On the right, there is a "Registration" form for Applicants and Customs Officials, with fields for Username, Password, and Enter Captcha (8M9jjM). Buttons for Login, Reset, and Forgot Credentials are also present.

Step 2: Select EMI Application Form

After successful login, please click on the **EMI Application Form** on the EMI menu.



The screenshot shows the EMI application dashboard. The top navigation bar includes the EMI logo and a menu icon. The left sidebar contains a navigation menu with options: Profile, EMI Dashboard, EMI Application (selected), EMI Application Form (highlighted with a red box), View Applications, Registration Contact, Details Update Request, and EMI Helpdesk. The main content area displays "Eligibility Criteria for EMI Applicants (Eligible Manufacturer Importers) For Availing Deferred Payment of Customs Duty". It lists nine criteria: 1. Importer & Manufacturer Status, 2. Valid IEC, 3. Customs Footprint, 4. GST Compliance, 5. Financial Solvency, 6. No Criminal Record, 7. No Past Rejection/Suspension, 8. All GSTR-3B returns filed, no tax dues pending, and 9. Financially solvent, no insolvency or bankruptcy.

Step 3: Part A – General Details



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Home / EMI Application Entry

EMI Application Entry Form

● PART A: GENERAL DETAILS
● PART B: DETAILS OF MANUFACTURING UNITS
● PART C: JOB WORKER (SECTION 143)
● PART D: LEGAL & FINANCIAL COMPLIANCE
● PART E: PREVIOUS APPLICATIONS
● PART F: CONTACT DETAILS

● APPENDIX-II: UPLOADS
● PART G: DECLARATIONS AND UNDERTAKINGS
● PART H: PREVIEW & SUBMIT

EMI Application

- EMI Application Form
- View Applications
- Registration Contact Details Update Request

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Phone:
011-23310014

PART A: GENERAL DETAILS

SI No	Particulars	Details	Documents to be submitted
1	Importer Exporter Code (IEC) *	<input type="text" value="0022565555"/>	IEC copy
2	Legal name of the Applicant: (as mentioned in the Permanent Account Number) *	<input type="text" value="Test05032602"/>	Copy of PAN
3	Address of the Applicant (as per IEC) *		
3(a)	Building No./Flat No. *	<input type="text" value="Building No./Flat No."/>	



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3(b)	Floor No.	<input type="text" value="Floor No."/>	
3(c)	Name of the Premises/Building	<input type="text" value="Name of the Premises/Building"/>	
3(d)	Road/Street *	<input type="text" value="Road/Street"/>	
3(e)	City/Town/Locality/Village *	<input type="text" value="City/Town/Locality/Village"/>	
3(f)	District *	<input type="text" value="District"/>	
3(g)	Taluka/Block	<input type="text" value="Taluka/Block"/>	
3(h)	State *	<input type="text" value="Select State"/>	
3(i)	Pincode *	<input type="text" value="Enter Pincode"/>	
4	Permanent Account Number (PAN): (enter PAN of the applicant, in case of proprietorship concern, PAN of the individual) *	<input type="text" value="Enter PAN"/>	Copy of PAN
5	Trade name, if any, as per GSTIN	<input type="text" value="Enter Trade name, if any, as per GSTIN"/>	Copy of GST Registration Certificate
6	Constitution of business (please select the appropriate one) *	<input type="text" value="Select"/> <small>If selected "Others (please specify)", enter details</small>	



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6	Constitution of business (please select the appropriate one) *	<input type="text" value="Select"/>	
		If selected "Others (please specify)", enter details	
7(a)	Is the applicant an MSME? *	<input type="text" value="Select"/>	
7(b)	If yes, please indicate the UDYAM Registration Number	<input type="text" value="UDYAM-XX-00-0000000"/>	Udyam Certificate
8(a)	Is the applicant an AEO T1? *	<input type="text" value="No"/>	
8(b)	If yes, please provide the AEO Certificate Number	<input type="text" value="Enter the AEO Certificate Number"/>	
9(a)	The Total number of Customs documents is auto-populated based on data entered in 9(b) and 9(c) below.	<input type="text" value="Total number of Customs documents (BE/SB) filed during the last FY"/>	
9(b)	Number of BEs: *	<input type="text" value="Enter Number of BEs"/>	
9(c)	Number of SBs: *	<input type="text" value="Enter Number of SBs"/>	
10	List of all the GST registrations of the applicant. *		

SNO	GSTIN	Upload a copy of the GST Registration Certificates for each registration under the PAN.	Remove
10(a)	<input type="text" value="Enter GSTIN"/>	<input type="button" value="Browse..."/> No file selected.	-

+ Add GSTIN ●

For each GSTIN, please respond to the GST compliance questions shown on screen (e.g., **GSTR-3B filing, tax collected and not deposited cases, turnover, GST paid**) and upload supporting documents wherever prompted.

Please use "+ Add GSTIN" to add additional GST registrations under the same PAN.



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10(a)	<input type="text" value="GSTNUMBER01"/> Invalid GSTIN. Example: 33ABCDE1234F1Z5	<input type="button" value="Choose File"/> No file chosen	
+ Add GSTIN ●			
11	Whether all pending GSTR-3B returns in respect of all active GSTINs, which were due for filing as on the date of submission of the application have been filed? (GSTIN-wise details should be provided) *		
	SNO	GSTIN	Whether all pending GSTR-3B returns in respect of all active GSTINs, which were due for filing as on the date of submission of the application have been filed?(GSTIN-wise details should be provided) (Yes / No)
	11(a)	GSTNUMBER01	<input type="text" value="Select"/>
12	Whether there is any liability on the applicant, on account of 'where GST has been collected from customers but not deposited to the government'? (GSTIN-wise details should be provided for all the GSTINs) *		
	SNO	GSTIN	Whether there is any liability on the applicant, on account of 'where GST has been collected from customers but not deposited to the government for this GSTIN (Yes / No)

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12 Whether there is any liability on the applicant, on account of 'where GST has been collected from customers but not deposited to the government'? (GSTIN-wise details should be provided for all the GSTINs) *

SNO	GSTIN	Whether there is any liability on the applicant, on account of 'where GST has been collected from customers but not deposited to the government for this GSTIN. (Yes / No)
12(a)	GSTNUMBER01	Select

13 Annual aggregate turnover for the last F.Y. for all GSTINs under the PAN (GSTIN-wise details should be provided for all the GSTINs) *

0.00

The Annual Aggregate turnover is auto-populated based on all entries below.

SNO	GSTIN	Annual aggregate turnover for the last F.Y. ("Should be 5 Crore or above") (in Rs.)	Upload Copy of last filed GSTR 9C("GSTR-9C, where applicable, evidencing turnover and GST paid for last FY")
13(a)	GSTNUMBER01	0.00	Choose File No file chosen
Annual aggregate turnover for the last F.Y. for all GSTINs under the PAN:		0.00	

14 Annual aggregate GST paid in the last F.Y. for all the GSTIN under the PAN. (GSTIN-wise details should be provided for all the GSTINs) *

0.00

The Annual aggregate GST paid is auto-populated based on all entries below.

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Annual aggregate turnover for the last F.Y. for all GSTINs under the PAN: 0.00

14 Annual aggregate GST paid in the last F.Y. for all the GSTIN under the PAN. (GSTIN-wise details should be provided for all the GSTINs) *

0.00

The Annual aggregate GST paid is auto-populated based on all entries below.

SNO	GSTIN	Annual aggregate GST paid in the last FY (in Rs.)
14(a)	GSTNUMBER01	0.00
Annual aggregate GST paid in the last FY for all the GSTIN under the PAN:		0.00

15 Whether the applicant is a manufacturer as defined under section 2(72) of the CGST Act, 2017? (If Yes, then fill details in PART B) (If No, then fill details in PART C) *

Select

Quit Save Save & Continue

Step 4: Select whether the applicant is a manufacturer or not

At the manufacturer question (Question No. 15 of part A), please select the applicable option:

- If you select 'Yes' for manufacturer (CGST Act section 2(72)) → system will automatically take you to fill Part B.
- If you select 'No' for the manufacturer, but are sending inputs/capital goods to a job worker → system will automatically take you to fill Part C.

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13(a)	GSTNUMBER01	0.00	View Remove
Annual aggregate turnover for the last F.Y. for all GSTINs under the PAN:		0.00	

14 Annual aggregate GST paid in the last F.Y for all the GSTIN under the PAN. (GSTIN-wise details should be provided for all the GSTINs) *

0.00

The Annual aggregate GST paid is auto-populated based on all entries below.

SNO	GSTIN	Annual aggregate GST paid in the last FY (in Rs.)
14(a)	GSTNUMBER01	0.00
Annual aggregate GST paid in the last F.Y for all the GSTIN under the PAN		0.00

15 Whether the applicant is a manufacturer as defined under section 2(72) of the CGST Act, 2017? (If Yes, then fill details in PART B) (If No, then fill details in PART C) *

Select

Select

Yes (an importer and also a manufacturer)

No (an importer and not a manufacturer)

[Quit](#) [Save](#) [Save & Continue](#)

Step 5: Part B – to be filled in by Manufacturer-Importer

In Part B, the applicant must select at least one active GSTIN, which must have declared in para 16(d) or 20(d) of the GST REG-01, the nature of activity as ‘factory/manufacture. Applicant must add all manufacturing units/factories details using “Add Factory” under the said GSTIN. Please provide the complete address of the factory under the relevant GSTIN as prompted on screen.

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● PART A: GENERAL DETAILS
● **PART B: DETAILS OF MANUFACTURING UNITS**
● PART C: JOB WORKER (SECTION 143)
● PART D: LEGAL & FINANCIAL COMPLIANCE

● PART E: PREVIOUS APPLICATIONS
● PART F: CONTACT DETAILS
● APPENDIX-II: UPLOADS
● PART G: DECLARATIONS AND UNDERTAKINGS
● PART H: PREVIEW & SUBMIT

Part B: To be filled by an applicant that is an importer and also a manufacturer as defined under section 2(72) of the CGST Act, 2017. Note: The applicant must have at least one active GSTIN, which must have declared in para 16(d) or 20(d) of the REG-01, the nature of activity as ‘factory/manufacture. Date of issuance of such GSTINs must be prior to 02 financial years from the date of application. If the applicant has more than one such GSTIN, it may choose to furnish the following details for any one GSTIN. (The details of all the manufacturing units/factories of the GSTIN should be provided separately)

SI No	Particulars	Details	Documents to be submitted
16(a)	Provide the GSTIN *	<input type="text"/>	
16 (b)	Whether the GSTIN mentioned in 16(a)above is active as on the date of application. *	Select	
16(c)	Date of commencement of the Business [Date of GST Registration of the GSTIN referred in SI no 16(a)] *	<input type="text"/>	
16(d)	Whether there is a declaration of manufacturing in para 16(d) or 20(d) of the REG-01 of any of the GSTIN of the applicant? *	Select	
17	No. of Manufacturing Units/Factories under GSTIN [referred in SI no 16(a)]	1	Total No. of Manufacturing Units/Factories will be auto-calculated based on the entries below.

17(a) Factory details (add as many factories as required)

17(a) Factory 1 Remove

17(a) Factory 1 - Address: *

Building No./Flat No. *

Floor No.



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Name of the Premises/Building

City/Town/Locality/Village

Taluka/Block

Pincode

17(a) (i) Details of property holding rights of the applicant for this factory as mentioned in SI no 17(a) above. (Please provide supporting documents)

17(a) (ii) List of major raw materials / input commodities of manufacturing along with HSN (top 05 only in case there are more than 05 commodities)

Road/Street

District

State

Enter amount

17(a) (iii) Book value of the plant and machinery installed in this factory (Rs in Lakhs)

17(a) (iv) List of major finished goods along with HSN (top 05 only in case there are more than 05 commodities)

Docs: Lease/rent agreement/ Title deed of land/registered sale deed/mutation record (whichever applicable)

Choose File No file chosen

Choose File No file chosen

Name of major raw materials / input commodities

Name	HSN
+ Add More (Max 5)	

Name of major finished goods

Name	HSN
+ Add More (Max 5)	

Add Factory

Back

Quit

Save

Save & 

Step 6: Part C – to be filled in by an importer who sends goods to the job worker for job work

In Part C for job work cases, please provide any one GSTIN, filing ITC-04 for the last two half-years and the job worker's GSTIN and the job worker's factory details, as required.



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Part C: To be filled by an applicant who is an importer and not a manufacturer as defined under section 2(72) of the CGST Act, 2017, but who is sending the inputs/capital goods to a job worker (under Section 143 of the CGST Act, 2017)

Sl No	Particulars	Details	Documents to be submitted
18(a)	Whether any one of the GSTINs pertaining to the applicant sends their inputs/capital goods, without payment of tax, to a job worker for job work under the provision of Section 143 of CGST Act? *	Yes	
18(b)	If yes, please provide the GSTIN of one such GSTIN as referred in SI No 18(a)	Select GSTIN from SI No 10 List	
18(c)	Date of commencement of the Business of the above GSTIN referred in SI No 18(b) (Date of GST Registration)	dd/mm/yyyy	Copy of GST Registration Certificate
18(d)	Whether the above GSTIN have filed the last two half-yearly GSTR ITC-04 returns?	Yes	GST ITC-04 Return
18(d)(i)	First half year preceding the date of application	Select First half year preceding	Choose File No file chosen
18(d)(ii)	Date of filing of the ITC-04	dd/mm/yyyy	
18(d)(iii)	Second half year preceding the date of application	Select Second half year preceding	Choose File No file chosen
18(d)(iv)	Date of filing of the ITC-04	dd/mm/yyyy	
18(e)	Whether the job worker to whom the above GSTIN has sent the inputs/capital goods for job work have an active GSTIN?	Yes	

Please enter the job worker's GSTIN and factory details



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18(e)	Whether the job worker to whom the above GSTIN has sent the inputs/capital goods for job work have an active GSTIN? (In case the job worker has more than one GSTIN, then at least one of them should be active.)	Yes	
18(f)	Please provide the GSTIN of one such job worker as referred in SI No 18(e)	<input type="text" value="Enter GSTIN of one such GSTIN as referred in para 24(e)"/>	
18(g)	Whether the said job worker, as referred in SI No 18(f) above, has declared in the FORM GST REG-01, the nature of business activity being carried out at the mentioned premises as "factory/ manufacturing"? (Where the said job worker has multiple active GST registrations, at least one active GSTIN must indicate the nature of business activity as "factory/manufacturing" in Form REG-01)	Yes	
18(h)	No. of Manufacturing Units/Factories of the job worker as referred in SI No 18(g):	1 <small>Total No. of Manufacturing Units/Factories will be auto-calculated based on the entries below.</small>	
18(h)(i)	Factory 1 - Address:	<div style="display: flex; justify-content: space-between;"> <div style="width: 80%;"> <input type="text" value="Building No./Flat No."/> <input type="text" value="Floor No."/> <input type="text" value="Name of the Premises/Building"/> <input type="text" value="Road/Street"/> <input type="text" value="City/Town/Locality/Village"/> </div> <div style="width: 15%; text-align: center; color: red; font-weight: bold;">Remove</div> </div>	

Step 7: Part D – Legal & Financial Compliance

Please upload the **CA certificate (with UDIN) in the prescribed format** and audited financial statements in the Uploads Section in support of your declarations.



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PART A: GENERAL DETAILS
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PART D: LEGAL & FINANCIAL COMPLIANCE
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APPENDIX:8: UPLOADS

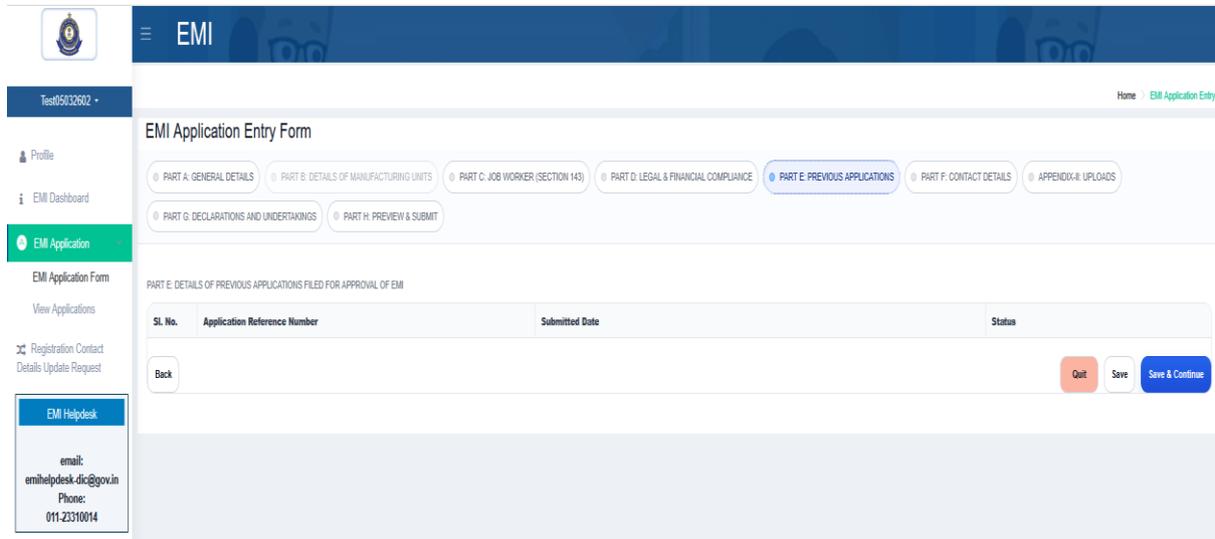
PART G: DECLARATIONS AND UNDERTAKINGS
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SI No	Particulars	Details	Documents to be submitted
19(a)	Whether the applicant is financially solvent during the two financial years preceding the date of application? *	Select	Solvency Certificate issued by any CA in the prescribed format
19(b)	Whether the applicant is currently listed as insolvent, or in liquidation or in bankruptcy? *	Select	
20(a)	Whether the applicant's net worth is positive for the last two (02) Financial Years? *	Yes	Copy of the last two audited financial statements, as applicable.
20(b)	Specify reasons in case the net worth is not positive.		
21(a)	Whether the net current assets are positive? *	Yes	Solvency Certificate issued by any CA in the prescribed format
21(b)	Specify reasons in case the net current assets are not positive		
22	Whether the applicant or its proprietor (in case of the proprietorship firms) or any of its partners (in case of the partnership firms) or any of its Board of Directors/Directors have been arrested or convicted for an offence under the Customs Act, 1962, the Central Excise Act, 1944, Chapter V of the Finance Act, 1994, or the CGST/SGST Act, 2017, or any other law for the time being in force? *	Yes	
23	Whether there is any pending prosecution against the applicant/Proprietor/partner/Directors for an offence under the Customs Act, 1962, the Central Excise Act, 1944, Chapter V of the Finance Act, 1994, or the CGST/SGST Act, 2017, or any other law for the time being in force? *	Yes	

Back
Quit
Save
Save & Continue

Step 8: Part E – Previous Applications

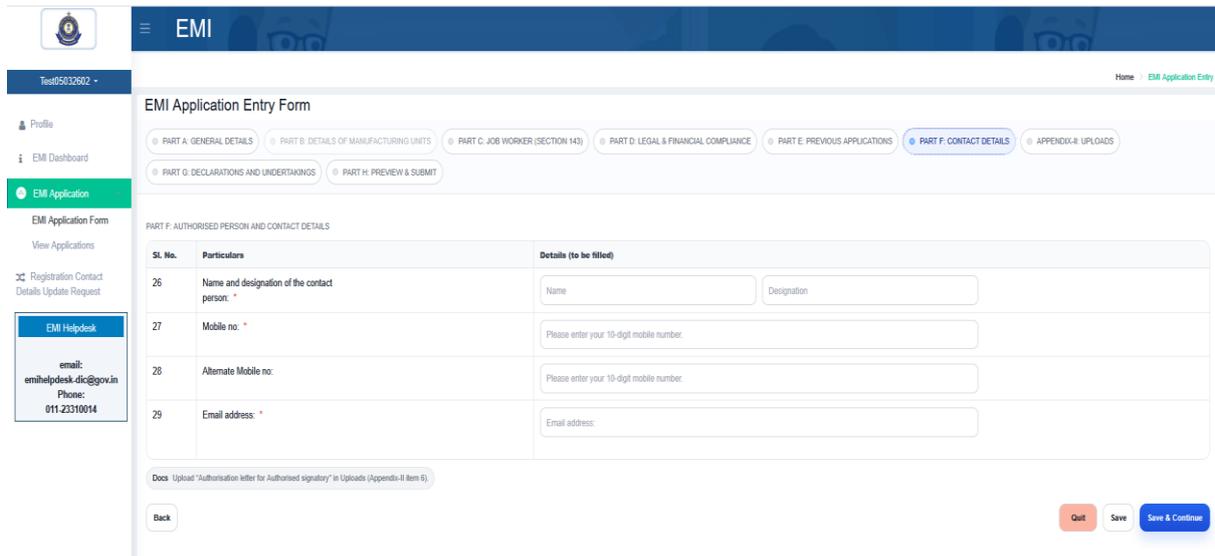
The system will automatically check for previous applications under the IEC and auto-populate the data for the IEC.



The screenshot shows the 'EMI Application Entry Form' interface. The top navigation bar includes 'EMI' and 'Home | EMI Application Entry'. The left sidebar contains navigation options: Profile, EMI Dashboard, EMI Application (highlighted), EMI Application Form, View Applications, Registration Contact Details Update Request, and EMI Helpdesk (with contact info: email: emihelpdesk-dic@gov.in, Phone: 011-23310014). The main content area shows a progress bar with steps: PART A: GENERAL DETAILS, PART B: DETAILS OF MANUFACTURING UNITS, PART C: JOB WORKER (SECTION 143), PART D: LEGAL & FINANCIAL COMPLIANCE, PART E: PREVIOUS APPLICATIONS (highlighted), PART F: CONTACT DETAILS, and APPENDIX-II: UPLOADS. Below the progress bar, the section is titled 'PART E: DETAILS OF PREVIOUS APPLICATIONS FILED FOR APPROVAL OF EMI'. It contains a table with columns: Sl. No., Application Reference Number, Submitted Date, and Status. The table is currently empty. At the bottom of the table are buttons for 'Back', 'Quit', 'Save', and 'Save & Continue'.

Step 9: Part F – Contact Details

In this part, please enter the Contact Details of the Authorised signatory. An authorisation letter must be uploaded in the uploads section.



The screenshot shows the 'EMI Application Entry Form' interface for Part F. The left sidebar is identical to the previous screenshot. The main content area shows a progress bar with steps: PART A: GENERAL DETAILS, PART B: DETAILS OF MANUFACTURING UNITS, PART C: JOB WORKER (SECTION 143), PART D: LEGAL & FINANCIAL COMPLIANCE, PART E: PREVIOUS APPLICATIONS, PART F: CONTACT DETAILS (highlighted), and APPENDIX-II: UPLOADS. Below the progress bar, the section is titled 'PART F: AUTHORISED PERSON AND CONTACT DETAILS'. It contains a table with columns: Sl. No., Particulars, and Details (to be filled). The table has four rows:

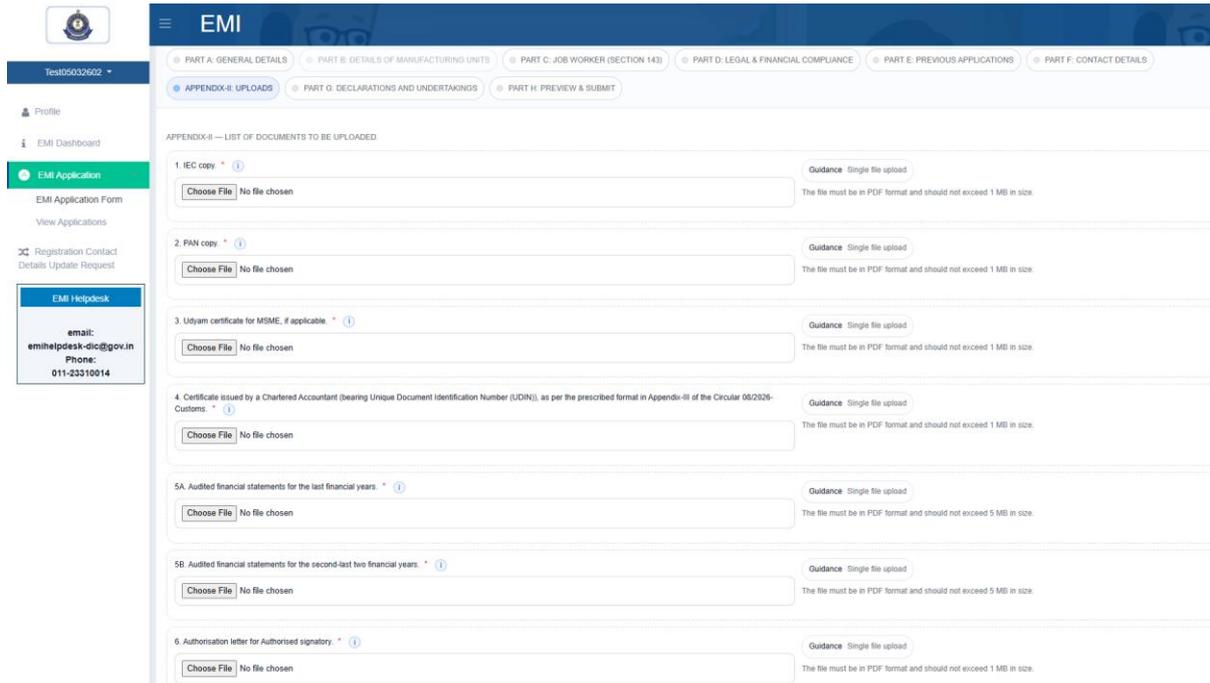
Sl. No.	Particulars	Details (to be filled)
26	Name and designation of the contact person: *	Name <input type="text"/> Designation <input type="text"/>
27	Mobile no: *	Please enter your 10-digit mobile number. <input type="text"/>
28	Alternate Mobile no:	Please enter your 10-digit mobile number. <input type="text"/>
29	Email address: *	Email address: <input type="text"/>

Below the table, there is a note: 'Docs Upload "Authorisation letter for Authorised signatory" in Uploads (Appendix-II Item B)'. At the bottom of the form are buttons for 'Back', 'Quit', 'Save', and 'Save & Continue'.

Step 10: Uploads (Appendix II)

Please upload all documents against the prescribed fields.

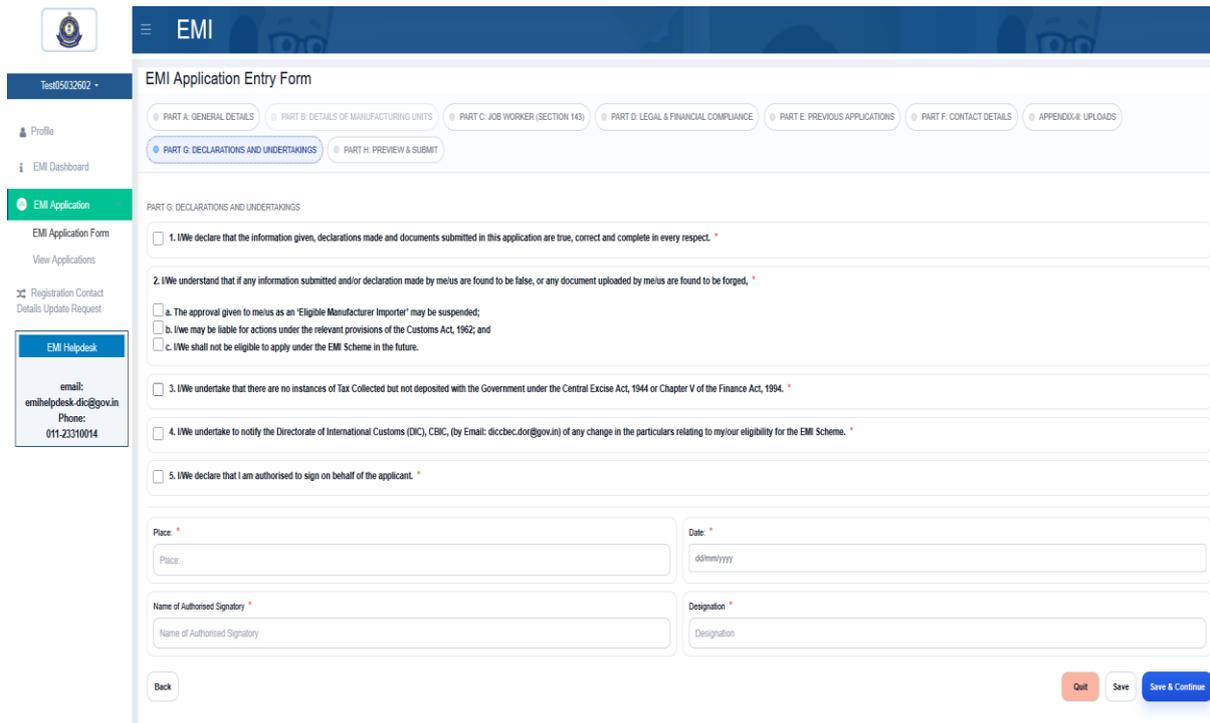
Important: Please upload the correct document against each field. Illegible/Incomplete documents may result in the application being returned. Submission of false documents may result in rejection of the application.



The screenshot shows the 'EM I' application form interface. The left sidebar contains navigation options: Profile, EMI Dashboard, EMI Application (selected), EMI Application Form, View Applications, Registration Contact, Details Update Request, and EMI Helpdesk (with contact info: email: emihelpdesk-dic@gov.in, Phone: 011-23310014). The main content area is titled 'EM I' and shows a progress bar with steps: PART A: GENERAL DETAILS, PART B: DETAILS OF MANUFACTURING UNITS, PART C: JOB WORKER (SECTION 143), PART D: LEGAL & FINANCIAL COMPLIANCE, PART E: PREVIOUS APPLICATIONS, PART F: CONTACT DETAILS, APPENDIX-II: UPLOADS (selected), PART G: DECLARATIONS AND UNDERTAKINGS, and PART H: PREVIEW & SUBMIT. The 'APPENDIX-II' section lists six documents to be uploaded, each with a 'Choose File' button and a 'No file chosen' status. The documents are: 1. IEC copy, 2. PAN copy, 3. Udyam certificate for MSME, 4. Certificate issued by a Chartered Accountant (bearing Unique Document Identification Number (UDIN)), 5A. Audited financial statements for the last financial years, and 5B. Audited financial statements for the second-last two financial years. Each document entry includes a 'Guidance' note: 'Single file upload' and 'The file must be in PDF format and should not exceed 1 MB in size.' (or 5 MB for 5A).

Step 11: Part G – Declarations

Please tick all declarations/undertakings after reading them carefully.



The screenshot shows the 'EM I Application Entry Form' interface. The left sidebar is identical to the previous screenshot. The main content area is titled 'EM I' and shows a progress bar with steps: PART A: GENERAL DETAILS, PART B: DETAILS OF MANUFACTURING UNITS, PART C: JOB WORKER (SECTION 143), PART D: LEGAL & FINANCIAL COMPLIANCE, PART E: PREVIOUS APPLICATIONS, PART F: CONTACT DETAILS, APPENDIX-II: UPLOADS, PART G: DECLARATIONS AND UNDERTAKINGS (selected), and PART H: PREVIEW & SUBMIT. The 'PART G: DECLARATIONS AND UNDERTAKINGS' section contains five numbered declarations, each with a checkbox and a red asterisk indicating a required field:

- I/we declare that the information given, declarations made and documents submitted in this application are true, correct and complete in every respect. *
- I/we understand that if any information submitted and/or declaration made by me/us are found to be false, or any document uploaded by me/us are found to be forged, *
 - a. The approval given to me/us as an 'Eligible Manufacturer/Importer' may be suspended;
 - b. I/we may be liable for actions under the relevant provisions of the Customs Act, 1962; and
 - c. I/we shall not be eligible to apply under the EMI Scheme in the future.
- I/we undertake that there are no instances of Tax Collected but not deposited with the Government under the Central Excise Act, 1944 or Chapter V of the Finance Act, 1994. *
- I/we undertake to notify the Directorate of International Customs (DIC), CBIC, (By Email: diccbec.dor@gov.in) of any change in the particulars relating to my/our eligibility for the EMI Scheme. *
- I/we declare that I am authorised to sign on behalf of the applicant. *

 Below the declarations are two rows of input fields: 'Place' (with a sub-field 'Place') and 'Date' (with a sub-field 'dd/mm/yyyy'); and 'Name of Authorised Signatory' (with a sub-field 'Name of Authorised Signatory') and 'Designation' (with a sub-field 'Designation'). At the bottom right, there are three buttons: 'Back', 'Quit', and 'Save & Continue'.

Step 12: Part H – Preview and Final Submit

Use "Preview" to verify every submission and uploaded document. After ensuring correctness, click "Submit" to submit the application.



Test05032602

- Profile
- EMI Dashboard
- EMI Application
- Registration Contact Details Update Request

EMI Helpdesk

email:
emihelpdesk-dic@gov.in
Phone:
011-23310014

EMI

Applicant Name : Test05032602 IEC : 0022565555 EMI Application Reference Number : RF12345 Date of Submission : 26-02-2026

Current Status : Processing

EMI Application Details

PART A: GENERAL DETAILS
PART D: LEGAL & FINANCIAL COMPLIANCE
PART E: PREVIOUS APPLICATIONS
PART F: CONTACT DETAILS

APPENDIX-II: UPLOADS
PART G: DECLARATIONS AND UNDERTAKINGS

PART A: GENERAL DETAILS

SI No	Particulars	Details
1	Importer Exporter Code (IEC)	0022565555
2	Legal name of the Applicant: (as mentioned in the Permanent Account Number)	Test05032602
3	Address of the Applicant (as per IEC)	Building No./Flat No: Test Building Floor No: Test Flat Name of the Premises/Building: Road/Street: Test Road City/Town/Locality/Village: Test City District: Test District Taluka/Block: State: Delhi Pincode: 110001

On submission, an application reference number will be generated. You can track the application status in your dashboard under 'View Applications'.



Test05032602

- Profile
- EMI Dashboard
- EMI Application
- EMI Application Form
- View Applications
- Registration Contact Details Update Request

EMI Helpdesk

email:
emihelpdesk-dic@gov.in
Phone:
011-23310014

EMI

EMI Application Details Home > EMI Application Details

S.No	Applicant Name	IEC	Application Reference Number	Submitted Date	Current Status	To View Application
1	Test05032602	0022565555			Emi_Application_Part_A_Saved	View EMI Application Form

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After Submission

Once submitted, the application will be processed, and the decision will be communicated via email provided in the application. The status will also be updated on the EMI portal in the 'View Applications' in the EMI menu.

Support

For any issues in application submission, please contact DIC at emihelpdesk-dic@gov.in, or: 011-23310014.

– END –