



## SPICES BOARD

(Ministry of Commerce and Industry  
Government of India)

Sugandha Bhavan  
N.H. By-pass  
P.B. No. 2277  
Palarivattom P.O.  
**Cochin - 682 025, India**

No. MKT/REGN./004/2017

## स्पाइसेस बोर्ड

(वाणिज्य एवं उद्योग मंत्रालय,

भारत सरकार)

सुगन्ध भवन

एन. एच. बाइपास

पी. बी. नं. 2277

पालारिवट्टम पी.ओ.

**कोचिन - 682 025, भारत**

Dated, 26/5/2014

### CIRCULAR

All Exporters of Spices.

Sir,

Sub: Certificate of Registration/Renewal as Exporter of Spices (CRES) for block period 2014-17.

The validity of Certificate of Registration as Exporter of Spices issued by the Board for the block period 2011-2014 will be expiring on 31 August, 2014. The next block period (2014-17) commences from 1<sup>st</sup> September 2014. **All registered exporters are requested to submit their renewal applications online from 1<sup>st</sup> June, 2014 onwards.**

As per the Spices Board (Registration of Exporters) Amendment Regulations 2011, the exporters are required to submit the applications for renewal on or before 30<sup>th</sup> June of the year in which the validity of certificate expires. Renewal Fee for the Block Period will be Rs.2500/-

Exporters failing to submit the application on or before 30<sup>th</sup> June, 2014 may do so provided such applications are accompanied with an additional fees @ Rs.250/- for each month's delay or part thereof till 31<sup>st</sup> August, 2014. Thereafter the fees payable shall be Rs.5000/- for renewal.

If the exporter does not carry on any export business during the period in which he holds a valid certificate, the renewal of certificate for the next block period will not be considered. However, if the exporter enters into an export contract, he may apply to the Board with the requisite fee applicable for fresh registration. Such exporter has to mention the CRES no. issued to him earlier in the new application. Fee for fresh registration would be Rs.5000/-.

In case, status of the exporter is changed from Merchant to Manufacturer during the previous block period and the same has not been intimated to the Board, the CRES will be granted only on assessment of the facilities in the spice processing plant/unit of the exporter.

For filing online registration, use the link "Exporter Registration Online" in the Board's website [www.indianspices.com](http://www.indianspices.com). Exporters are advised to read the guidelines/instructions carefully before proceeding to fill in the application.

#### Steps to follow:

- 1) Read the guidelines and instructions
- 2) Complete the application on line (*refer the specimen form for filling*)
- 3) Take a system generated print out of the application, sign & seal.
- 4) Forward the application print out along with the relevant documents (**refer the document checklist**) to the designated office (**refer the office address**) of Spices Board within one week of online filling.

(contd ...)

Phone :0484-2333610-616, 2347965, 2348417, 2341776 Fax: 0484-2331429, 2334429


E.mail 1. [spicesboard@vsnl.com](mailto:spicesboard@vsnl.com)

Website: [www.indianspices.com](http://www.indianspices.com)

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The documents in support of the application will be verified by our Regional Officer. Based on the recommendation of the Regional Office concerned CRES will be issued.

Yours faithfully



(K C BABU )  
DIRECTOR (MKTG)

*Status of the application for registration can be viewed in website [www.indianspices.com](http://www.indianspices.com).*