Customs Broker authorisation letter

Format · to be typed on the importer/exporter's letterhead, signed by an authorised signatory and stamped. Required once under Regulation 11 of the Customs Brokers Licensing Regulations, 2018 before we can file on your behalf.

(ON LETTERHEAD OF THE IMPORTER / EXPORTER)

Date: _____

To,
The Deputy / Assistant Commissioner of Customs
_____ (Port / ICD / Air Cargo Complex)

Subject: Authorisation of Customs Broker under Regulation 11 of CBLR, 2018

Sir / Madam,

We, **M/s** _____, having our registered office at _____, holding Importer Exporter Code (IEC) No. _____, PAN _____ and GSTIN _____, hereby authorise **M/s Ajay Logistics Private Limited**, Customs Broker Licence No. **AABCA0108KCH001 (11/0734)**, 701, The Summit Business Bay, Andheri Kurla Road, Andheri (East), Mumbai 400093, to act as our Customs Broker and to transact all business relating to the clearance of our import and export consignments at the above Custom House, including but not limited to:

- filing Bills of Entry, Shipping Bills and other declarations on ICEGATE on our behalf;
- presenting documents, attending examinations and answering queries raised by the proper officer;
- paying customs duty, cess and other charges from funds provided by us and collecting receipts;
- obtaining Delivery Orders, Out of Charge / Let Export Orders and taking delivery of goods;
- filing amendments, refund claims and replies to notices, as instructed by us in writing.

We confirm that the documents and declarations furnished to the Customs Broker are true and correct, that we will comply with the provisions of the Customs Act, 1962 and the rules and regulations made thereunder, and that this authorisation remains valid until withdrawn by us in writing.

This authorisation is valid for the Custom House(s) at:
_____

For **M/s** _____

_____
Authorised Signatory
Name: _____
Designation: _____
Company seal

Accepted
For **Ajay Logistics Private Limited**

_____
Authorised Signatory
Customs Broker Lic. AABCA0108KCH001 (11/0734)

Enclose: self-attested copies of IEC, PAN, GST registration certificate and the KYC documents listed in our "KYC documents for Customs Broker" sheet.