

**Re-imbusement of Air  
fare**

Economy class air fare maximum up to Rs. 70,000/- only for the Director, Proprietor /Partner may be availed of by the participating company subject to fulfillment of MAI guidelines and approval from Department of Commerce..

For availing the re-imbusement of air fare eligibility criteria laid down by Ministry of Commerce as per circular no K-11011/4/2018-F&MDA dt 17.01.2019 is as given below:

- a. Members of EPC with exports upto f.o.b. value of Rs. 30 crores in preceding financial year;
- b. Members to have completed 12 months of membership and is regularly filing returns with EPC ( not applicable for any ne EPC for a period of 5 years from the date of creation).
- c. Permissible only to the regular Director/Partner/Proprietor of the company ( Not admissible to a foreign national)
- d. Claims forms duly filled in and completed in all respects must be submitted to the concerned EPC/ FIEO within 90 days of return to India.
- e. The above provision is subject to the other conditions laid down in the MAI Scheme and the guidelines for funding under MAI Scheme.

**The link for MAI guidelines is**

[https://commerce.gov.in/writereaddata/UploadedFile/MOC\\_636546562282394611\\_Market\\_Access\\_Initiative%20Scheme\\_2018.pdf](https://commerce.gov.in/writereaddata/UploadedFile/MOC_636546562282394611_Market_Access_Initiative%20Scheme_2018.pdf)

This pertains to grant under MAI for participation in ----- The claim documents submitted by M/ ----- have been checked and the admissible grant for disbursement worked out as under:

S. No	Details of the company	Page No.	Yes/No	Remarks	Vetted by FS- I Division	Vetted by Finance Division
1.	Name of the Firm with Address					
2.	Claim Form (within 90 days) of return to India					
4.	CA certificate for F.O.B. value of exports in preceding financial year (negligible value of F.O.B will not considered for reimbursement)					
5.	NOC from concerned EPC's confirming <b>12 months</b> membership and regularly filling of turn over with the concerned EPC					
6.	Passport with legible immigration pages (stamped)					
7.	Tour Report					
8.	Undertaking for airfare claims not more than two events in FY					
9.	Copy of RCMC					
10.	Ticket with Air-Fare					
11.	Receipt of participation					
12.	Copy of stand confirmation					
13.	Copy of IEC Certificate					