



**OFFICE OF THE COMMISSIONER OF CUSTOMS
CUSTOM HOUSE, PORT AREA, VISAKHAPATNAM - 530 035
[PHONE : (0891) 2526812 : : FAX : (0891) 2562613]**

F. No. S27/03/2014 - CRS

Date: 25.11.2014

PUBLIC NOTICE NO.16/2014

Subject: Procedure for disbursement of money towards refund claims – Reg.

Attention of all Exporters, Importers, Custom House Agents and Members of Trade and all concerned is invited to the Facility Order No. 10/2013 dated 26.06.2013 issued by the Custom House, Visakhapatnam, regarding refunds claim procedure.

2. It is informed that, in order to expedite the processing of refunds claims, the procedure for disbursement of refund amount, shall be as follows:

a) While applying for refund claim, the applicants have to submit all the particulars of their account viz. the bank account number, name of the account holder, name of the bank where the account exists, name of the bank branch & IFS Code. They also have to submit a cancelled unsigned cheque leaf in original.

b) After processing the refund claim, subject to satisfying the eligibility conditions, a speaking Order will be issued for either sanction of or rejecting partially or fully the refund claims.

c) The sanctioned amount will be disbursed to the party concerned through credit transfer directly into their bank account. Thus, the existing process of issuing Cheques is being dispensed with, to facilitate easy and speedy disbursement of sanctioned refund amount.

3. All other instructions issued vide the Facility Order No. 10/2013 dated 26.06.2013 remains unchanged except for the changes stated above.

4. All Members of the Trade and Industry associations are requested to bring the contents of this Public Notice to the knowledge of their members.


(C. RAJENDIRAN)
COMMISSIONER OF CUSTOMS