

Steps for online EARC application filing

Step 1: Visit www.txcindia.gov.in

Step 2: Click online registration of Cotton Yarn

Step 3: Type of User

- a) Existing User: **Those who are already registered in TXC office (RO/HQ) for EARC of Cotton Yarn.**
 - i) User has to Confirm his authenticity by submitting his details like PAN NO,IEC No,E-mail ID. After verifying this details, the user will get “Password”, which have to be changed within 15 minute and should not start with “EARC..”

- B) New User: **Those who are not registered in TXC office (RO/HQ).**
 - i) Upload all the relevant documents mentioned in the memorandum of EARC. These documents has to be filed in a single Scanned .pdf format. After verifying the documents by RO/HQ, registration will be confirmed by e-mail as an “Existing User”. Now the User is eligible to apply through online System of EARC and has to follow **a) (i) steps.**

Step 4: Filing of application

- 1) Click Submission of data and feed the details (i.e. Annex I A,I B & I C as the case may be).
- 2) The necessary documents has to be filed in a single Scanned .pdf format. through “Upload scanned Contract menu” .
- 3) Click “Submit/Edit record” to Pass the record to the linked office of the textile commissioner .

Step 5: Filing Proof of Shipment details

- 1) Click Submission of data and feed the details (i.e. Annex I A,I B & I C as the case may be).
- 1) Upload the following Scanned documents together in a single .pdf format
 - a) Annexure III (New format)
 - b) EARC Copy
 - c) Exchange Control Copy of Shipping bills.
 - d) Commercial invoice Copy
- 2) Click “Submit/Edit record” to Pass the record to the linked office of the textile commissioner .