

 भारत सरकार / Govt of India वित्त मंत्रालय / Ministry of Finance राजस्व विभाग / Dept of Revenue		 दूरभाष / Telephone: 044-25254419 ईमेल / Email : commr8- cuschn@gov.in
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प्रधान आयुक्त सीमा शुल्क का कार्यालय (सामान्य)
OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (GENERAL)
 चेन्नै सीमा शुल्क क्षेत्र
CHENNAI CUSTOMS ZONE
 सीमा शुल्क भवन, नं.60, राजाजी सालै, चेन्नै 600 001.
CUSTOM HOUSE, NO.60, RAJAJI SALAI, CHENNAI 600 001.

F No: GEN/EDI/ADV/1/2024-EDI

Dated: 21-12-2024

Public Notice No: 63/2024

Sub: Procedure for Registration / Modification of AD Code and IFSC Code in ICEGATE/ICES - Reg.

Attention of all stakeholders is invited to the Instruction No. 25/2023 dated 28.07.2023 issued by CBIC vide F.No.450/2023-Cus-IV relating to the requirement of necessary documents for registration/ modification of AD CODE and IFSC Code for exports and the advisories dated 14.06.2022 and 06.09.2022 (Copy enclosed) issued by ICEGATE for submitting the registration of AD Code and IFSC Code through ICEGATE Portal.

2. CBIC vide above instruction has stated that the following documents have to be uploaded on e-Sanchit for the purpose of fresh application / modification of AD Code / IFSC Code.

(a) Bank's Authorization Letter incorporating the following details –

- (i) Name of the exporter & exporter address
- (ii) IEC No. issued by DGFT to the said exporter
- (iii) PAN associated with said IEC No.
- (iv) Bank account number associated with said IEC No.
- (v) Name of the holder of said Bank account No.
- (vi) Confirmation by the Bank, that PAN linked with the said Bank account is same as the PAN linked with said IEC No.
- (vii) Bank AD Code / IFSC Code, as the case may be

(viii) Name, address, contact details and official e-mail ID of the Bank branch where the said Bank account No. is held; and

(b) Copy of a cancelled cheque related to said Bank account No. (or latest bank statement of the said Bank account endorsed by the Bank).

3. After due verification of the documents uploaded in e-sanchit, the request for registration/ modification of AD Code / IFSC Code, shall be approved the by the Customs EDI Section in ICES on the same day if the request is made before 2 PM.

4. As the registration/modification of AD Code / IFSC Code has been enabled through ICEGATE, the trade or their representatives are advised to avoid physical interaction with the officers of Customs EDI.

4. The concerned officers of EDI Section should consider this Public Notice as a Standing Order for approving the registration/ modification of AD Code / IFSC Code in ICES.

5. In case of any delay/difficulty in approval of registration/modification of AD Code / IFSC Code, the exporters can contact the Deputy Commissioner of Customs, EDI, Chennai at Email: edi-inmaa1@gov.in.

(R. SRINIVASA NAIK)
PRINCIPAL COMMISSIONER OF CUSTOMS
GENERAL COMMISSIONERATE