



EXPORT PROMOTION COUNCIL FOR EOUs AND SEZs

(Setup by Ministry of Commerce & Industry, Government of India)

A-101, 10th Floor, Himalaya House, 23, Kasturba Gandhi Marg, New Delhi-110001

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E-mail: dg@epces.in Web: www.epces.in

Alok Chaturvedi
Director General

Circular No. 474
Dated: 14th January, 2025

Dear Members,

Subject: Renewal of RCMC for the Financial Year 2025-26

This is regarding renewal of RCMC by members for the financial year 2025-26.

2. Members are requested to get their RCMC renewed by 31.3.2025 as per the fee structure in para 10 & 11 below. Members may also renew their RCMC for a three-years period as well (2025-26, 26-27 and 27-28). As mandated by Ministry of Commerce, and as was done during the current financial year, the renewal has to be carried out through DGFT common digital RCMC portal.
3. Members who have already renewed their RCMC for the financial year 2025-26 and 2026-27 last year itself along with that of Financial Year 2024-25 (three-year period), are **not** required to renew now as the records have been updated that their **RCMC stands renewed for 2025-26 and 2026-27**,
4. Members may renew the membership on the DGFT portal <https://www.dgft.gov.in/CP/?opt=e-rcmc> by clicking on the above link. Members who are already registered with DGFT portal may use the same user Id and password which is used for IEC for logging into the portal. If members are not already registered with DGFT portal, they have to press register button and get themselves registered.
5. While applying for RCMC, one should keep the copy of relevant documents (APR of Previous FY or Self certified letter for proof of export turnover, Valid LOA/LOP, etc.) ready as you will be required to upload these documents.
6. **Please send an email to membership@epces.in & accounts@epces.in immediately after making payment so that the payments are reconciled and adjusted for.**
7. **Mode of Payment**
 - **For the online mode** – While applying for the RCMC on the DGFT portal, members can pay the RCMC fee through the payment gateway while using the Net Banking/Credit Card/Debit Card/ UPI provided in the portal.
 - **For offline mode** - Members must pay RCMC fee in advance and then they may apply for RCMC on the DGFT portal and enter the details of payment made in advance (such as through NEFT/RTGS/DD/Cheque, etc.) and submit the application. In this mode, it is all the more important to send an email **to membership@epces.in & accounts@epces.in immediately after making payment so that the payments are reconciled and adjusted for.**

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8. **Government Instructions:**

RCMC of EPCES is compulsory for all the EOUs, SEZ units, SEZ Developers and Co-developers as per the below instructions of the Government of India:

- (i) Vide DGFT Trade Notice No 35/2021-22 dated 24.2.2022 making it mandatory for the exporters to file RCMC application through the common digital RCMC portal
- (ii) Ministry of Commerce & Industry (Department of Commerce) Gazette Notification G. S. R. (771-E) dated 5-08-2016 amending rule 2 and rule 22 of SEZ Rules providing that "RCMC means membership certificate issued by the Export Promotion Council for EOUs & SEZs" and that "Units or the developer including co-developer shall obtain a Registration-cum-Membership Certificate for availing exemptions, drawback and concessions".
- (iii) DGFT Public Notice 27/2015-2020 dated 26-08-2019 which authorizes EPCES to issue RCMC to Export Oriented Units (EOUs) & Public Notice 45/2015-2020 dated 27-12-2022 which provides that "All products & Services by EOUs & SEZs falling with jurisdiction of EPCES". Government instructions are enforced by SEZ Online and SEZ/Jurisdictional Customs authorities. Members are requested to renew their RCMCs well before 31.3.2025 in order to avoid holding up of their export/import cargo by the Customs authorities.

9. For any difficulty in applying for RCMC on e-RCMC digital portal of DGFT, please contact the following officers:

S. No.	Name	Designation	Contact Number	Email Id
1.	Vikrant Sharma	Executive	8010781257	membership@epces.in
2.	Chandan Singh	Executive	9582925179	

10. **Members Fee Structure for One (1) Year for Renewal/New of RCMC for the F.Y. 2025-26.**

S. No.	Membership Category of Renewal/New for EOUs	Subscription	GST @18%	Total Payable
1	For members having exports upto Rs. 5 crore	Rs. 6,000	Rs. 1,080	Rs. 7,080
2	For members having exports between Rs.5 to 25 cr.	Rs. 12,500	Rs. 2,250	Rs. 14,750
3	For members having exports above Rs. 25 cr	Rs. 19,500	Rs. 3,510	Rs. 23,010
S. No.	Membership Category of Renewal/New for SEZs	Subscription	Total Payable	
1	For members having exports upto Rs. 5 crore	Rs. 6,000	Rs. 6,000	
2	For members having exports between Rs.5 to 25 cr.	Rs. 12,500	Rs. 12,500	
3	For members having exports above Rs. 25 cr	Rs. 19,500	Rs. 19,500	
S. No.	Membership Category for Renewal of SEZ Developer/Co-Developers	Subscription	Total Payable	
1	For members Small SEZ Developers below 1000 hectares Land	Rs. 19,500	Rs. 19,500	
2	For members Big SEZ Developers above 1000 hectares Land	Rs. 26,000	Rs. 26,000	

S. No.	Membership Category for New SEZ Developer/Co-Developers	Subscription	One Time Admission Fee	Total Payable
1	For members Small SEZ Developers below 1000 hectares Land	Rs. 19,500	Rs. 26,000	Rs. 45,500
2	For members Big SEZ Developers above 1000 hectares Land	Rs. 26,000	Rs. 65,000	Rs. 91,000

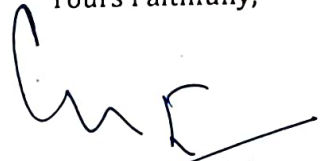
11. **Members Fee Structure for Three (3) Year for Renewal/New of RCMC for the F.Y. (2025-26, 2026-27 and 2027-28)**

S. No.	Membership Category of Renewal/New for EOUs	Subscription	GST @18%	Total Payable
1	For members having exports upto Rs. 5 cr.	Rs. 18,000	Rs. 3,240	Rs. 21,240
2	For members having exports between Rs.5 to 25 cr.	Rs. 37,500	Rs. 6,750	Rs. 44,250
3	For members having exports above Rs. 25 cr	Rs. 58,500	Rs. 10,530	Rs. 69,030
S. No.	Membership Category of Renewal/New for SEZs	Subscription		Total Payable
1	For members having exports upto Rs. 5 cr.	Rs. 18,000		Rs. 18,000
2	For members having exports between Rs.5 to 25 cr.	Rs. 37,500		Rs. 37,500
3	For members having exports above Rs. 25 cr	Rs. 58,500		Rs. 58,500
S. No.	Membership Category for Renewal of SEZ Developer/Co-Developers	Subscription		Total Payable
1	For members Small SEZ Developers below 1000 hectares Land	Rs. 58,500		Rs. 58,500
2	For members Big SEZ Developers above 1000 hectares Land	Rs. 78,000		Rs. 78,000
S. No.	Membership Category for New SEZ Developer/Co-Developers	Subscription	One Time Admission Fee	Total Payable
1	For members Small SEZ Developers below 1000 hectares Land	Rs. 58,500	Rs. 26,000	Rs. 84,500
2	For members Big SEZ Developers above 1000 hectares Land	Rs. 78,000	Rs. 65,000	Rs. 1,43,000

12. EPCES ICICI Bank account for making payment through NEFT/RTGS/IMPS (for offline payment directly to EPCES Account).

Name of the Beneficiary	Export Promotion Council for EOUs & SEZs
Name of Bank	ICICI Bank
Bank Address	Karol Bagh Branch, 2692, Desh Bandhu Gupta Road, Karol Bagh, New Delhi
Code No. of Bank	6291
Saving Account No	629101102838
RTGS/NEFT IFSC Code	ICIC0006291
PAN No.	AAATE1565C
GST No.	07AAATE1565C1Z5

Yours Faithfully,



(Alok Chaturvedi)
Director General