

Checklist of Documents for seeking NCEL Membership

1. Duly filled Application form
2. DD / Cheque for share amount as per membership category +
Rs 500 registration fee
3. DD/Cheque should be in favour of “**National Cooperative Exports Ltd.**”
and payable at par at New Delhi
4. Board resolution for seeking membership of NCEL
5. Copy of registration certificate of the society/federation
6. Copy of PAN of the society/federation
7. Copy of GSTIN of the society/federation
8. Level of Society/Federation (Please tick anyone of following)
 - i. Primary
 - ii. District
 - iii. State
 - iv. National
 - v. Multistate
 - vi. Others

Note: Application Form along with above requisite documents may be sent at World Trade Centre, Tower I, 8Th Floor, Nauroji Nagar, New Delhi – 110029

NATIONAL CO-OPERATIVE EXPORTS LIMITED (NCEL)

(Registered under MSCS Act, 2002; Reg.No.MSCS/CR/1395/2023)

World Trade Centre, Tower I, 8th Floor, Nauroji Nagar, New Delhi - 110029

APPLICATION FORM FOR ORDINARY MEMBERSHIP

1. I (Name) _____ (Designation) _____ of the (Society/ Federation/ Union) request you to enroll our Society/Federation/Union as a member of NCEL and allot us (Number of Shares) having Face Value of Rs.10,000/- each. In this regard, a cheque/demand draft bearing No. dated issued by the _____ Bank for an amount of Rs. _____ is enclosed, towards shares subscription along with admission fee of Rs.500/-
2. The Board of Directors/Managing Committee of our Society have resolved to become a member of NCEL. The certified true copy of the Resolution is attached here with.

The Board of Directors of Society/ Federation/ Union have read and understood the Bye-laws of NCEL and accordingly undertake to abide by NCEL Bye-laws, MSCS Act & Rules, 2002 and the "Code of Conduct" as approved by General Body of NCEL. The Board of Directors of Society/Federation/Union understands and agrees that the admission as a member of NCEL is the sole discretion of NCEL Board. In case of dispute of any nature whatsoever with NCEL the provisions of NCEL Bye-laws and MSCS Act & Rules, 2002 would prevail and shall be binding on the society.

3. Our entity is a registered Cooperative and the particulars are as under :

- (i) Name of entity in full (Capital letters) _____
- (ii) Address in full (Capital letters) at _____ Village _____ Gram panchayat _____ Block _____ Taluka _____ District _____ State _____ Pin code _____.
- (iii) Registration No. _____ & Date _____, Registered under _____ Cooperative Societies Act _____ (Copy of _____ Registration certificate is enclosed).
- (iv) PAN No. _____ GST No. _____ TIN No. _____
- (v) Entity's Bank Name _____ Branch _____ Address _____ Type of A/c. _____ Bank A/c No. _____ MICR No. _____ IFS Code _____ (copy of cancelled cheque or passbook for above Bank account, containing the name of entity, is enclosed).
- (vi) Contact Person Name _____ Designation _____ Phone No. _____ Mobile No. _____ Email Id _____
- (vii) Level of Society/Federation/Union/Organization-Primary/Distt/State/National/Multistate/ Others (please tick anyone)
- (viii) Business Activities of Society/Federation/Union/Organization
- (ix) Business is conducive to export promotion activities or not: Yes/No (if Yes then mention the Available products for exports): _____

Yours faithfully,

(Signature of authorized signatory of Society/Federation/Union with designation and Seal)

Date: ___ / ___ / ___

FORMAT OF RESOLUTION TO BE PASSED

Copy of the Resolution passed in the Board of Directors / Managing Committee Meeting held on _____ Of the _____ (Society/Federation/Union).

<u>COPY OF THE RESOLUTION</u>	
<u>Agenda Item</u>	<u>Decision</u>
To purchase <u>(Number of Shares)</u> of NCEL, having the Face Value of Rs.10,000/- each for total value of Rs. _____ Along with Admission Fee of Rs.500/- .	“Considered & approved. It was resolved that <u>(Number of Shares)</u> of the NCEL be purchased having the Face Value of Rs.10,000/-each for total value of Rs. _____ Along with Admission Fee of Rs.500/-. Mr/Ms _____ Chairman/President/Chief Executive/Secretary/Manager of the Society /Federation/Union is authorized to sign relevant papers in this connection and remit Rs. _ _____ To NCEL” Authorized Signatory

Note: To be certified as true copy with signature and affix seal of the entity.