PUBLIC NOTICE No. 08 /2017-18

Sub: - Documents required to be submitted alongwith refund claim-reg.

It has been noticed that many application for refund claims are being filed without proper documents. This results in issue of deficiency memos, delaying processing of claim. An indicative list of documents are enclosed in this public notice which may be taken note of while filing claims.

Encl. As above

Copy to: as per list attached.

(Dr. Kavita Bhatnagar)
Commissioner of Customs (General)
<table>
<thead>
<tr>
<th>SAD No</th>
<th>Notification No</th>
<th>Section of Refund</th>
<th>Section of Revaluation</th>
<th>Type of Refund</th>
<th>Claim No.</th>
<th>Date of Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>102/2007-Commerce</td>
<td>Notification of 4% SAD</td>
<td>79</td>
<td>Section 27 of the Duty Act, 1962</td>
<td>Claim under which filed</td>
<td>Section/Notification</td>
<td>Date of Payment</td>
</tr>
</tbody>
</table>

Illustrative list of documents to be filed by applicant along with application for refund claim in prescribed form (Customs Series F.NO. 102 as given in Part of Notice of 4% SAD to any other officer). Effect that the applicant has not paid on the incidence of 4% SAD to any other officer. Certification / Affidavit / Statement / Document in respect of payment of applicable SAD Tax / V.A.T., as the case may be.

Documents evidencing payment of duty / additional duty (SAD) in respect of the imported goods in respect of which refund of the SAD is claimed.

1. Payment of challan in original.
2. Bill of Entry or invoice of goods.
3. Copy of SBP order.
4. Copy of CESTAT / Commissioner (Appeals) order.
5. Letter from the Importer / Exporter.
7. Statement of goods from supplier.
8. Survey report (where applicable).
10. Claim for refund of amount of refund claimed.
12. Bill of Entry or invoice of goods.
13. Other charges.
14. Ledger of SAD Tax paid

Note: The above list is illustrative only. Other documents may also be required to support the claim for refund.