



EXPORT PROMOTION COUNCIL FOR EOUs AND SEZs

(Setup by Ministry of Commerce, Government of India)

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Alok Chaturvedi
Director General

Circular No- 385

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Dear Members

1. The new portal is up again. Though it has been up since 17.5.2021, members were facing minor problems. Sorry for the inconvenience caused. The software development team was affected by Covid and the new team took some time.

2. While submitting the application, members are requested to please choose the correct payment option and with care. There are two options

- i. **By NEFT/RTGS/IMPS/DD/Cheque** **OR**
- ii. **By Credit card/debit card/net banking/UPI using Payment Gateway**

Please choose the correct option. If you have paid by **By NEFT/RTGS/IMPS/DD/Cheque** and then selected wrong option **By Credit card/debit card/net banking/UPI using Payment Gateway**, and then if you have cancelled because you have already paid by NEFT/TGS/DD/Cheque, we have no option but to reject the application. Members have to apply again. Of course, members will not have to pay again. They should apply afresh with all details and choose the correct payment option and fill the details of old payment only and then submit.

4. The link remains the same

<https://epces.co.in/auth/login>

5. As informed earlier while applying for the membership, you should keep the relevant documents (APR/Self Certified letter for proof of export, LOP, LOA, etc.) ready as you will be required to upload these documents.

6. Also if you want to still use the option of making payment in offline mode (NEFT/RTGS/cheque/DD etc.), please make the payment in advance and keep the transaction details/DD, Cheque details ready before proceeding for applying/renewing membership (RCMC) as you will be required to fill these details.

7. Detailed procedure remains the same as was informed earlier as also mentioned on the website at <https://www.epces.in/renewal-of-membership.php>.

8. As regards invoices, they got delayed because of lockdown in Delhi and the staff was working from home. Now Account division is digitally signing and emailing them. Backlog will be completed in a day or two.

Please take care, be safe.

Best wishes,
DG EPCEs