

(Reference Chapter XIII, Para B.5)

**Application for Grant of Permission to Sell or Dispose of locally manufactured  
Motor Vehicle Purchased Free of (erstwhile) Excise Duty**

I \_\_\_\_\_ (*Name and designation of the seller*)  
or We \_\_\_\_\_ (*Name of the Mission / Post / Organization*)  
do, hereby, state that:-

I / We wish to sell the motor vehicle the description of which is given in the Schedule  
annexed hereto to \_\_\_\_\_ (*Name & particulars of the buyer*).

**OR**

I / We wish to re-export the vehicle to \_\_\_\_\_ (*Name of the  
country*).

**Certificate**

I / We certify that:-

(i)	The proposed buyer is a Privileged Person (date of arrival in India : _____, Identity Card No. _____) / Non-Privileged Person.
(ii)	The motor vehicle has been in my / our possession for a period of _____ years and _____ months from the date of its registration.
(iii)	The vehicle was a new purchase / second hand purchase.
(iv)	Excise Duty exemption / refund was obtained / not obtained on the first purchase of the vehicle.
(v)	I am / We are entitled to duty free sale of the vehicle to a Non-Privileged Person based on the principle of reciprocity.
(vi)	The sale price of the motor vehicle is ₹ _____.
(vii)	The vehicle conforms to emission control standard Euro / Bharat Stage – III / IV ( <i>please specify</i> ).

I / We request that the concurrence of the Government of India, Ministry of External Affairs to this sale / re-export may kindly be communicated to me /us.

Place : \_\_\_\_\_

Seal of FR

Date : \_\_\_\_\_

\_\_\_\_\_  
( *Signature of the applicant / authorized person* )

\_\_\_\_\_  
( *Name and Designation* )

\_\_\_\_\_  
( *Name of the Mission / Post / Organization* )

**Schedule**

**1. Particulars of the vehicle**

- (i) Registration Number : \_\_\_\_\_
- (ii) Date of Registration : \_\_\_\_\_
- (iii) Make : \_\_\_\_\_
- (iv) Model : \_\_\_\_\_
- (v) Year of Manufacture : \_\_\_\_\_
- (vi) Horse Power / Engine Capacity : \_\_\_\_\_
- (vii) Engine Number : \_\_\_\_\_
- (viii) Chassis Number : \_\_\_\_\_

2. Date of first purchase of the vehicle : \_\_\_\_\_

3. Whether purchased for personal or official use : \_\_\_\_\_

4. If purchased from a privileged person / entity , please provide Name & particulars of the privileged person / entity : \_\_\_\_\_

5. Number and date of Ministry's permission for purchase of the vehicle ( *attach a copy* ) : \_\_\_\_\_

6. Number and date of Ministry's permission for availing Excise Duty exemption / refund ( *attach a copy* ) : \_\_\_\_\_

7. Date of Arrival in India of the seller : \_\_\_\_\_

8. Expected date of departure of the seller from India : \_\_\_\_\_

9. Reason for sale / export of the vehicle : \_\_\_\_\_

Place : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
( *Signature of the applicant / authorized person* )

\_\_\_\_\_  
( *Name and Designation* )

**Countersignature of the FR**

Above particulars are verified.

Place : \_\_\_\_\_

FR

Seal of

Date : \_\_\_\_\_

\_\_\_\_\_  
( *Signature of the Head of FR  
or the Officer authorized to sign for this purpose* )

\_\_\_\_\_  
( *Name and Designation* )

***Please note the information in the box for  
completion of Form 18***

*Abbreviations used :*

**FR** for Foreign Representation

**EC** for Customs Duty Exemption Certificate

**PP** for Privileged Person

**MEA** for Ministry of External Affairs

**This Application is to be submitted with the following documents :-**

1. An accompanying Note Verbale of the FR (with the first copy only).
2. A copy of the Prior Approval of the Protocol Special Section of MEA / State Government Protocol / MEA Branch Secretariat for purchase of the vehicle by the FP/PP (i.e., seller).  
**(Reference Serial No. 5 of the Schedule indicated in Form 18).**
3. In case of sale to another PP / FR, a copy of the Prior Approval of the Protocol Special Section of MEA / State Government Protocol / MEA Branch Secretariat obtained by the intended buyer.
4. Document showing permission for availing Excise Duty exemption / refund (if availed).  
**(Reference Serial No. (iv) below the Certificate and Serial No. 6 of the Schedule indicated in Form 18).**
5. Copy of the Registration Certificate of the vehicle.