**Check list for issuance of duty credit scrip under SEIS**

1. Application fee Rs. 1000/-.
2. **Self attested copy of Invoice**
3. **Certificate of Foreign Inward Remittances.**
4. **Self attested copy of Board Resolution in favor of Authorized Signatory.**
5. **Details of Authorized Signatory.**
6. **Self attested copy of IEC and Valid RCMC (SEPC)**
7. **Port of Registration (for purpose of Imports)**
8. **Self attested copy of Service Tax Registration Certificate.**
9. **Turnover three licensing year. (Domestic and Export figure)**
10. **Digital Signature/Certificate.**
11. **Authority Letter/I card DGFT.**