**1[FORM ‘A’**

(See paragraph 3 of the Appendix)

**(Application for refund of CENVAT credit under rule 5 of the CENVAT Credit Rules, 2004)**

(Refund relating to the given period i.e. quarter or month )

To

The Deputy Commissioner/ Assistant Commissioner of Central Excise,

Sir,

I/ We have exported, the final products or output services of under mentioned description,

value quantity to during the given period. I/We am/are not in a position to utilize

the CENVAT credit of duty/service tax taken,-(a) on inputs or input services [used in or in relation to] the manufacture of final products cleared for export under bond of letter of undertaking;

(b) on input or input services [used for] providing output services exported without payment of service tax,

and such credit being allowed under Rule 3 of the CENVAT Credit Rules, 2004, for payment of duty in respect of final products cleared for home consumption or for export on payment of duty or for payment of service tax on output services during the given period. I/We request that refund of such credit for the given period may be granted. The following particulars / enclosures are being provided/ enclosed by me/ us for this purpose.

(A)&(B) Omitted by Notification No.7/2010-CE(N.T), dated 27.2.2010

(C) TOTAL TURNOVER DURING THE GIVEN PERIOD :-

a. The value of all output services and exempted services provided, including value of services exported.

b. The value of all excisable and non excisable goods cleared, including the value of  
goods exported.

c. The value of bought out goods sold.

(D) ENCLOSURE :-

a. Copy of the relevant Shipping Bills or Bills of Export duly certified by the Officer of Customs to the effect that the goods have in fact been exported (in case of final products).

b. Copy of invoices.

c. Certificate from the bank certifying realization of export proceeds (in case of export of  
output services).

d. Relevant extracts of the records maintained under the Central Excise Rules, 2002,  
the CENVAT Credit Rules, 2004, or the Service Tax Rules, 1994, as the case may  
be, evidencing taking of CENVAT credit, utilization of such credit in payment of  
excise duty or service tax and the balance unutilized credit during the given period.

[(DD) The Exporter shall give the details in the following Table:

TABLE

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Details of goods/services exported on which refund of CENVAT credit is claimed (Rs. In lakh) | | | | | | | | | | |
| S. No. | Details of shipping bill/Bill of export/export documents etc. | | | | | Details of CENVAT credit on which refund claimed | | | | | |
| (1) | (2) | | | | | (3) | | | | | |
|  | No . | Date | Date  of  export  order | Goods/  service  exporte  d | Quantity  and value of  goods  exported  / value  of  services  exported | Invoi  ce No., date and Amo unt | Name  of  service  provider  /  supplier  of  goods | Service  tax/  Central  Excies  Regn. No.  of service  provider/  supplier of  goods | Details of service/  goods  provided  with  classificatio  n under  Finance Act  1994/Centr  al Excise  Tariff | Service  Tax/ Central Exscis e duty payabl e | Date  and  details  of  paymen  t made  to  service  s  provider |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Documents attached to  evidence of the amount of  service tax paid | Total export during the  period for which refund is  claimed | Total domestic clearances  during the period for which  refund is claimed | Total amount of CENVAT claimed as refund |
| (4) | (5) | (6) | (7) |
|  |  |  |  |

The table shall be certified by a person authorized by the Board of Directors (in the case of a limited company) or the proprietor or any partner (in case of partnership firm) if the amount of refund claimed is less than Rs.5 lakh in a quarter. In case the refund claim is in excess of Rs. 5 lakh, the Table shall also be certified by the Chartered Accountant who audits the annual accounts of the exporter for the purposes of Companies Act, 1956 (1 of 1956) or the Income Tax Act, 1961), as the case may be.]

(E) AMOUNT OF REFUND CLAIMED :-

(F)

Rs.(in figures and in words)

I/we opt for/do not opt for the facility of the refund amount being credited directly in my/our bank account details as furnished below:

a. Account Number

b. Name of the Bank

c. Branch (with address)

I/We certify that the aforesaid particulars are correct and I/We am/are the rightful claimant(s) to the refund of excise duty or service tax, as the case may be, due thereon which may be allowed in my/our favour.

I/We declare that no separate claim for rebate of duties or service tax in respect of excisable materials used in the manufacture of the goods or output service covered by this application has been or will be made under the Customs and the Central Excise Duties Drawback Rules, 1971 or under claim for rebate under the Central Excise Rules, 2002 or the Export of Services Rules, 2005.

I/We declare that we have not filed/ will not file any other claim for refund under Rule 5 for the same quarter or month to which this claim relates.

Signature and full address of the claimant(s)

Refund Order No. Date

The claim of Shri/Messrs has been scrutinized with the

relevant Shipping Bills or Bills of Export/ Invoices/ Certificate from Bank certifying realization of  
export proceeds and refund of Rs. (Rupees ) is sanctioned.

Date

Deputy Commissioner/Assistant Commissioner

of Central Excise

Forwarded to :-  
d. The Chief Account Officer, Central Excise, for information and necessary action.  
e. The Commissioner of Central Excise

Date

Deputy / Assistant Commissioner of Central Excise

Passed for payment of Rs. (Rupees ).

The amount is adjustable under Head ‘0038 – Union Excise Duties – Deducted Refunds/ 0044 – Service tax – Deduct Refunds’.

Date Chief Accounts Officer

Cheque No. dated issued in favour of Shri/ Messrs.

for Rs. (Rupees )

Date Chief Accounts Officer

Received Cheque No. dated for Rs. (Rupees

)

Dated Signature of claimant.]

**1** Vide Annexure to Notification No. 5/2006-C.E.(N.T.), dated 14-3-2006.