

**Format for Trade Queries by Indian company**

<b>S.N o.</b>	<b>Particulars</b>	<b>Details</b>
1	Name of the Company	
2	Whether Agent or Direct Exporter	
3	Name of the Managing Director	
4	Name of the Contact Person	
5	Address of the Company :	
6	Telephone number/s	
7	Fax number/s	
8	E-mail ID	
9	Website, if any	
10	Company Registration Number indicating with whom registered and the year of registration	
11	Whether member of any of the Chambers of Commerce/Trade Bodies in India :	
12	Company Profile	
13	Total Annual Turnover	
14	Number of Employees	
15	Present destinations for export and names of two clients abroad	
16	Items being offered for export	

17	Interested in knowing	
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*Certified that above information is correct and complete.*

Full Name:

Designation:

Date:

Place:

