



# कालीन निर्यात संवर्धन परिषद CARPET EXPORT PROMOTION COUNCIL

(Set up by Ministry of Textiles, Govt of India)

**Registered Office:** Shree Jee Complex, Shop No T3, Sharma Market, Harola, NOIDA, (U.P.)

**Working Office:** 507, Copia Corporate Suite, Jasola, New Delhi - 110025

**Tel.:** +91-11-45089420, **Website:** www.cepc.co.in, **E-Mail :** info@cepc.co.in

**Regional Office:** Bhadohi Carpet Expo Mart, Carpet City, Bhadohi, - 221409 (U.P.)

**Regional Office:** IICT Campus, Baghi Ali Mardan Khan, Nowshera, Srinagar - 190023 (J & K)

**Website of Ministry of Textiles:** www.texmin.nic.in

No. CEPC/HQ/Annual-Mem/2025-26

Date: 01 March 2025

**To,  
All Members, CEPC**

**Subject: Annual Membership Subscription and Renewal of RCMC for the Year 2025-26**

Dear Sir/Ma'am,

We would like to inform you that the Annual Membership Subscription / Renewal of RCMC for the year 2025-26 is due from **1st April 2025**.

**Members are advised to renew their membership well in advance before 31st March 2025 to avoid any disruption in shipment / trade-related services.**

You are requested to kindly pay the subscription fee based on your export performance for the financial year 2024-25, as per the following slabs:

Category	Particulars	Amount of Annual Membership Subscription in Rs
1	Export Performance up to Rs 50.00 lakhs during 2024-25	2,000.00 + 360.00 (GST @18%) Rs. 2,360.00
2	Export performance above Rs 50.00 lakhs & up to Rs 1.00 Crore during 2024-25	3,000.00 + 540.00 (GST@18%) Rs. 3540.00
3	Export Performance above Rs 1.00 Crore and up to Rs 10.00 Crores during 2024-25	5,000.00 + 900.00 (GST@18%) Rs. 5,900.00
4	Export Performance above Rs 10.00 Crores during 2024-25	10,000.00 + 1,800.00 (GST@ 18%) Rs.11,800.00

### **Important Payment Guidelines:**

- As per revised guidelines, **membership subscription fees must be paid exclusively through the DGFT portal only.**
- Payments Directly to **CEPC's Indian Overseas Bank (IOB)** or **Axis Bank Online Payment Gateway**, cheque, or demand draft **will not be accepted.**

### **Process to Renew Membership / RCMC through DGFT:**

- ❖ Login to [www.dgft.gov.in](http://www.dgft.gov.in)
- ❖ Login with Credentials
- ❖ Navigate to Services
- ❖ Select E-RCMC
- ❖ Navigate and Click on “Renew Existing RCMC”
- ❖ Select Existing RCMC and move for further renewal application
- ❖ Make sure you have selected “Carpet Export Promotion Council (CEPC)” while filling application

### **Submission of Export Turnover Certificate:**

Members must submit a **certificate from a Chartered Accountant** certifying the annual export turnover (**F.O.B. value**) of handmade carpets and other floor coverings for the financial year 2024-25 to the Council **by 31st May 2025**.

### **Last Date & Late Fee:**

- The **last date for payment of membership fees is 31st May 2025**.
- Payments made after **31st May 2025** will incur a **late fee of Rs. 500 + GST** until **30th September 2025**.
- Failure to pay by **30th September 2025** will result in **de-registration of the company**.

For any further queries, please contact the CEPC office.

**Dr. Smita Nagarkoti**

**Executive Director-cum-Secretary (Officiating)**