**[ON LETTER HEAD]**

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_

To,

The Director,

Software Technology Parks of India,

9th Floor, GIFT One Tower, Block-56, Road-5C

Zone-5, Gift City, Gandhinagar – 382 355 (Gujarat)

Dear Sir,

**Sub: Broad banding of New Products into LoP - Reg.**

**Ref: EHTP Approval No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated:\_\_\_\_\_\_\_\_\_\_.**

**\*\*\*\***

We intend to broadband our EHTP operations to include new items/ product for manufacturing in our LoP as per para 6.34 (5) of prevailing HBoP of FTP.

We are enclosing herewith the following documents:

1. Copy of Memorandum and Article of Association
2. CA certified performance details as per Annexure 23 A
3. Projected Export Earning as per Annexure 23-B on inclusion of Proposed applied item/ product.
4. ITC HS code details of the proposed Item/ Product.
5. Flow Chart /Circuit Diagram/Layout of the product along with Technical write up.
6. Bill of Material of the product.
7. Copy of Purchase Order.

In this regard, we request your good office to kindly issue the approval to broadband our EHTP operations.

Thanking you,

Yours faithfully,

For, <Unit Name>

Signature:

(Name of Director/ Partner/ Proprietor/Authorized Signatory)

Designation:

Email-id & Contact No.: