

**Post initiation**  
**Questionnaire for Importers**

**Section 1: General Information:**

- i. Complete Information:
  - a. Name of the enterprise
  - b. Address
  - c. Telephone No./fax No.
- ii. Corporate Structure
- iii. Distribution and marketing channel

**Section 2: Details of Imported Product**

- a. Name of the product imported by you.
- b. Description of the product including various grades, sizes, models or type etc.
- c. Quality and characteristics of the product.
- d. Uses of the product.
- e. Raw materials and components and other inputs used for the production.
- f. Tariff classification under the Customs Tariff Act,1975 and under ITC.
- g. Rates of Customs duty during last three years paid on imports. Please give break up and supporting documents (e.g. Bill of entry, Invoice etc.)
- h. Details of industrial users/consumers of imported product.

**Section 3: Volume and price of Imports**

- i. Please list all imports (for each product variety wise) giving details of country of export, quantity imported, CIF value, currency conversion ratio etc. for the last three years, (April to March) month wise/quarterly, quantities imported during the said period separately for duty free imports and duty paid imports.
- ii. Terms of payment.
- iii. Details of import licenses/import policy governing the imports.

**Section 4: Information about suppliers**

- a. Name of the exporter
- b. Address
- c. Telephone, Fax nos.
- d. Contact person, address & Telephone No
- e. Whether the exporter is producer/ merchant or exporter/ trader.
- f. What is the annual capacity of the exporter (if he is a producer)?
- g. What re your relations with the exporter?
- h. What are your terms of business with the exporters i.e., terms of payment, further commitment of imports etc.?