

Procedure for De-bonding of Premises (Partial or Full)

STP / EHTP units are allowed to De-bond their premise either partially or fully.

Following documents are to be filed with STPI to obtain No Objection Certificate to De-bond the premise either partially or fully.

The STP /EHTP unit should have :

Valid STP / LOP status

Valid Legal Agreement

Valid Private Bonded Ware House License (PBWHL)

The following requirements are filed/fulfilled:

- ① A request letter stating the reason for de-bonding the premises.
- ① A separate sheet indicating the following :
 - ① Full address with PIN code number of the de-bonding location.
 - ① Floor wise Dimension in Sq. Ft. or Meters as mentioned in Customs Private Bonded Warehouse License.
- ① Declaration stating that there are no any bonded items (either Imports or CT3 goods) are kept in the premise that is being de-bonded
- ① Copy of letter issued by customs stating no bonded goods are available in the premise
- ① Copy of Blue print highlighting the location being de-bonded
- ① Copy of existing Customs Private Bonded Ware House License
- ① If the entire premise is being de-bonded, location from which the unit will be operating is required to be indicated, prior to which ensure that the following activities w.r.t the new location is complete :
 - a. Space expansion approval is obtained from STPI.
 - b. Premise is bonded by customs authorities and the PBWHL is amended
 - c. All the duty free CG (Import and CT3) are shifted to new location from the location being de-bonded after obtaining Shifting / Inter-Unit Transfer approvals from STPI
 - d. No duty free CG exists in the premise, which is being de-bonded, accordingly NOC from customs.
 - e. No Co-location of STP / DTA unit.

In case the unit proposes to de-bonding the entire premise as part of the Exit from STP /EHTP process, then the '*Procedure for EXIT from STP/EHTP Scheme*' process is required to be followed.

The above documents are verified and the De-bonding of Premise request will be processed and NOC will be accorded. The STP member units are required to approach concerned customs & excise authorities with the De-bonding of Premise approval issued by STPI for amendment / deletion of the location that was de-bonded in the existing bonded warehouse license. The copy of the amended PBWHL is required to be filed with STPI for records.

Comments : For any comments or suggestions, mail us to blr.exim@stpi.in