

## **Guidance for Registration under Handloom Mark Scheme**

- 1 Submission of duly filled in application form (in duplicate) at any of the concerned Regional Offices of Textiles Committee. The applicants shall pay applicable registration fee at the time of submission of application or at the time of registration according to their choice.
- 2 Textiles Committee will do the on-site verification within three months from the date of receipt of application.
- 3 On completion of onsite verification, the registration letter shall be issued by the concerned Regional office authorizing the applicant as the registered user of the Handloom mark scheme.
- 4 The Textiles Committee shall enter into the agreement with the applicants.
- 5 Handloom Mark labels as required in accordance to the eligibility shall be issued.

### Note:

- The registration shall be done after On-site verification for Others (OTH) category. However, if the registration is required before onsite verification, the same may be done on the recommendation of DC (HL) or the concerned State government authorities.
- As a special dispensation, the registration of Primary Handloom Co-operative Societies (PCS) is done before on-site verification on the basis of attestation in the application by the concerned State Handloom Department at present in three States i.e. Tamil Nadu, Andhra Pradesh and West Bengal. Now this practice has been extended to the states of Orissa, Karnataka and Kerala.
- In case of exporters the facility of Registration before onsite verification shall be given, if required only to those applicants who are registered exporters of Textiles Committee. In such case the provisional registration shall be issued to such exporters and would be confirmed after onsite verification, which shall be within 3 months of the provisional registration and confirmation letter shall be issued to the applicant by the concerned RO.