START EXPORT INDIA

AIFTA Form AI Application Checklist

Preferential Certificate of Origin for goods exported from India

Use this checklist if your buyer intends to claim an ASEAN-India tariff preference. Verify the applicable rule for each item and ask the issuing office which supporting records it needs.

1. Confirm the agreement and prepare the evidence

- [ ] Confirm the destination, HS code and applicable tariff concession with the buyer or their customs representative.
- [ ] Check the applicable AIFTA origin criterion and consignment conditions for each item.
- [ ] Prepare the commercial invoice, packing and shipment details, plus producer, input or cost records if needed to support the origin criterion.
- [ ] Use the same invoice number on the Certificate of Origin and the corresponding shipping bill.

2. File in eCoO 2.0 on Trade Connect

- [ ] Sign in with your DGFT exporter credentials and start a Certificate of Origin draft for the correct IEC branch.
- [ ] Choose the preferential type, the ASEAN-India agreement and an authorised issuing agency and office listed for it.
- [ ] Enter importer, invoice, product and shipment details. Record the origin criterion for each item and upload the requested evidence.
- [ ] Review the application summary, sign, pay the fee shown and save the application file number and receipt.

3. Track, download and review

- [ ] Track the submitted application by file number. If the agency asks for clarification, reply against that file.
- [ ] Download the issued Form AI. Check the invoice number, parties, goods, origin criterion and shipment details before sending it to the buyer.

Application record

Destination and HS code

Issuing agency and office

Application file number

Status, next action and due date

Official references

DGFT eCoO 2.0 notice

DGFT exporter manual

AIFTA agreement and Form AI

DGFT invoice-number rule

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