

# Software Technology Parks of India-Gandhinagar

## Procedure for In-principle EXIT from STP/EHTP Scheme

STP/EHTP units can exit from the STP/EHTP scheme as per the clause 6.17 of prevailing FTP.

### List of documents to be submitted to STPI:

1. Formal request letter for exit from STP/EHTP scheme, stating the reasons for exit.
2. Board resolution for EXIT from STP/EHTP Scheme.
3. CA certified performance details since inception as per Annexure 23-A & Annexure-21.
4. Surrendering of following original documents :
  - Letter of Permission and subsequent Renewal of LoP approvals
  - Legal Undertaking (LUT) & Supplementary Legal Undertaking
  - List of attested capital and indigenous goods.
  - Green Card.
5. Declaration on Rs. 100/- stamp paper stating:-
  - That, post the issuance of the in principle exit approval by STPI, the unit shall not insist upon STPI for Softex certification (in case, if rejected/ not submitted/ not approved, etc.)
6. Legal under Taking (LUT) on Rs. 100/- stamp paper (Notarized) w.r.t Exit as per Annexure of Appendix-6K of FTP in prescribed format (refer Annex-LuT Exit).

### Approval Process:

Upon receipt of the above documents following parameters will be verified:-

- Statutory Compliance, like submission of APR, QPR etc.
- Export obligation / NFE status from date of inception.
- Softex Submission/ Certification status.
- Clearance of service charge dues if any.

If above parameters are found to be correct/ fulfilled then, permission for In-principle exit from the scheme will be issued.

After issuance of in principle exit approval, unit is required to approach Customs authorities, fulfill all the formalities prescribed by them and obtain the “No Dues Certificate”. On submission of “No Dues Certificate” to STPI, the final exit from STP/EHTP scheme will be issued.

Note: - If the unit does not meet the stipulated export obligation or any non-compliance is observed as per FTP, the case will be taken up for adjudication proceedings.

### Formats:

1. [Annexure 23-A \(STP\)](#)
2. [Annexure 23-A \(EHTP\)](#)
3. [Annexure 21](#)
4. [Annexure-LuT Exit](#)
5. [Declaration w.r.t. Softex](#)

For any clarifications:

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