



## **GUIDELINES & INSTRUCTIONS**

### **REGISTRATION CUM MEMBERSHIP CERTIFICATE (RCMC) (RENEWAL)**

Applicant(s) shall apply for License to the Licensing Authority through Board's online egiccs portal i.e. <http://egiccs.teaboard.gov.in/>.

Applicant(s) are requested to go through the Guidelines/Instructions before submitting their application complete in all respects with all requisite documents/information.

**The below mentioned each document should be self attested with the seal of the company:**

1. Application Form (Appendix-19A & 19B) duly filled in and signed along with date and seal of one of the Directors.
2. Application fee to be paid through online portal.