



BCMEA

Bangladesh Ceramic Manufacturers & Exporters Association

বাংলাদেশ সিরামিক ম্যানুফ্যাকচারার্স এন্ড এক্সপোর্টার্স এসোসিয়েশন

(An Association of Manufacturers & Exporters of Ceramic Products in Bangladesh)

Membership Eligibility

The applicant must be a manufacturer of Ceramic products, i.e. tiles, tableware, sanitary ware, ceramic bricks, pottery and insulators, and have a manufacturing plant or plans in action to have a manufacturing plant in the future.

Required Documents

Please note that the following documents should be enclosed with the application & all enclosures must be signed by the applicant.

1. Application on company letterhead to the President of BCMEA for Membership;
2. Duly filled up the prescribed Membership Form of BCMEA;
3. Applicant's Passport Size Photo - 2 Copies;
4. Company Bank Solvency certificate;
5. BIDA/BOI Registration certificate/ License copy;
6. National ID copy of the applicant;
7. Company valid Trade License copy;
8. Company VAT & BIN registration certificate copy;
9. E-TIN certificate copy (Company & Applicant both);
10. Capital Machineries' list mentioning HS Code & country of origin on company letterhead;
11. Factory Layout plan with approval from concerned authority;
12. Company Memorandum of Article & updated Return Form XII;
13. Incorporation certificate;
14. Import Registration Certificate, IRC and/or Export Registration Certificate, ERC if applicable;
15. Membership Admission Fee & Subscription by A/C Payee Cheque/Pay Order of **Tk.....**