

## DOCUMENTS REQUIRED FOR OUTWARD INR REMITTANCE

### TRANSACTIONS FOR IMPORT OF GOODS

1. Bank form
2. Performa Invoice & Commercial Invoice/Tax Invoice from the Supplier stating the value, the c.i.f. value of the goods to be imported and the account details of beneficiary (should be the importer's account)
3. Import license or any other document issued in lieu of an import license for import from third country
4. Customs declaration form issued by DRC, MoF
5. Any other documents required by Bank.

### FREIGHT AND TRANSPORTATION COST

1. Bank form
2. Invoice specifying the amount and account number of the beneficiary (service providers account)
3. Copy of import license or any document issued in lieu of import license by the Ministry of Economic Affairs for import from third country via sea
4. Any other documentary evidence required by Bank.

### PASSENGER TRAVEL EXPENSES

1. Bank form
2. Invoice specifying the particulars of traveler such as name, passport/CID number, date of travel and amount of fare collected, beneficiary account number (service providers account)
3. For Bhutanese travel or ticketing agent, a copy of valid ticketing license/copy of tender awarded to the ticketing agent in case of Royal Government of Bhutan and other agencies and
4. Any other documentary evidence required by Bank.

### MEDICAL RELATED TRAVEL

1. Bank form
2. Forwarding letter from Royal Bhutan Embassy/Consulate General/Liaison Office
3. Recommendation letter from JDWNRH or previous medical documents / appointment letter,
4. For remittance of related cost, relevant documents (invoice for medical related costs) specifying the amount and medical institutions account number; and
5. Any other documentary evidence required by Bank.

### **EDUCATION RELATED TRAVEL**

1. Bank form
2. For remittance of related cost, relevant documents (invoice for tuition/course fees/rent/mess fees and other educational expenses) for specifying the amount and educational institutions / service provider's account number
3. Acceptance/letter of admission/Valid student card for continuing student
4. Any other documentary evidence required by Bank.

### **FAMILY REMITTANCES**

1. Bank form
2. Work Permit / Diplomatic Card / Service Card or any other employment permit/document issued by the RGOB for foreign workers in Bhutan
3. Pay Slip/Pay Roll Statement/Salary statement/Contract Agreement for expatriates and foreign workers
4. Letter from NPPF or RICBL or any relevant government agency for remittance of retirement benefits
5. For remittances related to foreign workers abroad, approval letter from relevant government agencies (MoEA/MoF) and amended thereto; and
6. Any other documentary evidence required by Bank.

### **INSURANCE SERVICES**

1. Bank form
2. Invoice or claim from the Brokers or Cedent
3. A copy of assessment
4. Any other documentary evidence required by Bank.

### **PAYMENT FOR OTHER SERVICES**

1. Bank form
2. Invoice for all fees
3. A copy of contract agreement where applicable; and
4. Any other documentary evidence required by Bank.