



## **Procedure for LFMEAB Membership Renewal Fee Payment for FY 2025–2026**

**1. Prepare Payment:**

Issue a payment order in favor of **Leathergoods And Footwear Manufacturers & Exporters Association of Bangladesh** for **BDT 66,700**.

If **VDS** is applied, submit a treasury challan for **BDT 58,000** along with the payment order.

**2. Apply Online:**

Log in to the **LFMEAB Smart Solution** portal and apply for the *Membership Renewal* service.

Upload the payment order and the treasury challan (if applicable) with your application.

**3. Submit Payment:**

Either deliver the payment order to the **LFMEAB Accounts Department** or deposit it directly into the **LFMEAB bank account**.

**4. Approval Process:**

Upon receiving the hard copy of the payment order or confirmation of bank deposit, the LFMEAB Accounts Department will approve the service request in the Smart Solution system.

**5. Receipt Generation:**

Once approved, a **money receipt** and a **Mushak 6.3 challan** will be automatically generated in the Smart Solution system.

For any query, feel free to contact: **01333406033** (LFMEAB Smart Solution Support)