



TEA BOARD
14, BIPLABI TRAILOKYA MAHARAJ SARANI
Kolkata – 700 001

Website : <https://teaboard.gov.in>

Tel : 033-2235 1331

E-Mail : secretary.tbi-wb@gov.in Extn.: 278

Ref. No.11(2)/LC/Misc. Issues/WL/2021/ 294

Dated: 02.12.2022

CIRCULAR

Sub: Implementation of application fee for amendment of licenses/registration certificates

It is notified to all concerned that the application fee for amendment in respect of the following licenses/registration certificates has been implemented.

Sl. No.	Type of License	Type of amendment	Amendment fee
1	Exporter	Change of name and address	Rs. 1000/- plus applicable GST
2	Permanent Exporter	Change of name and address	Rs. 1000/- plus applicable GST
3	IOR for new unit	Capacity enhancement under accelerated/ non-accelerated scheme	Rs. 2000/- plus applicable GST
4	Warehouse	Amendment of floor area	Rs. 2000/- plus applicable GST
5	Buyer	Change of name and address	Rs. 1000/- plus applicable GST

The above application fees are applicable for both online and offline cases. In case of amendment of offline license/registration certificates, the application fee plus applicable GST as stated above has to be paid in the form of Demand Draft drawn in favour of **Tea Board (Tea Fund) A/c (Collection) No. 11107799307**.

This comes into force with immediate effect.

(Dr. Rishikesh Rai)
Secretary In-Charge

Distribution:

1	All Tea Producers' Associations	For kind information
2	All Buyers' Associations	
3	All Exporters' Associations	
4	Executive Director, Tea Board, Guwahati	
5	Executive Director, Tea Board, Coonoor	
6	Deputy Director, Tea Board, Siliguri	
7	Deputy Director, Tea Board, Jalpaiguri	
8	In-charge, Tea Board, Palampur	