



TEA BOARD  
14 B. T. M. Sarani  
Kolkata-700 001

Web Site : [www.teaboard.gov.in](http://www.teaboard.gov.in)

Tel : 2235 5571 (D) Fax 2235-9677  
E-mail: [clteaboard@gmail.com](mailto:clteaboard@gmail.com)

Ref. No: T-2(46)/Stats/2012/ 2623

Dated: 04.02.2015

**CIRCULAR**

**Sub: Submission of monthly export and import return under Tea (Distribution and Export) Control Order, 2005.**

This is to bring to the notice of all concerned that in exercise of the powers conferred by sub-sections (3) and (5) of section 30 of the Tea Act, 1953 (29 of 1953), and as per Clause 30 of the Tea (Distribution and Export) Control Order, 2005, timely submission of monthly return (export & import) is mandatory and important for compilation of accurate statistics on export/import of tea and other tea interest.

Therefore, all the registered exporters & importers of tea are hereby advised to submit the returns of the month latest by 7<sup>th</sup> of the following month positively in modification of the earlier notified date of 15<sup>th</sup> of the following month to the Statistician, Tea Board, 14 B.T.M. Sarani, Kolkata-700001 either by post or e-mail to [statsteaboard@gmail.com](mailto:statsteaboard@gmail.com).

Failure in timely submission of returns would invite penal action under the provisions of the Tea Act, 1953 and The Tea (Distribution and Export) Control Order, 2005. The proforma for submission of monthly return of export & import is attached along with this notice. The said proforma is also available in the Board's website- [www.teaboard.gov.in](http://www.teaboard.gov.in).

(A. Rajan)  
Secretary-In-Charge

Distribution-

1. All Registered Exporters/Distributors- For information & necessary action
2. Indian Tea Association
3. Darjeeling Tea Association
4. Indian Tea Exporters Association
5. Tea Association of India
6. UPASI
7. All Tea Auction Centres
8. System Analyst..... -

With the request to bring the contents of the circular to the notice of your members for timely submission of the returns

With the request to upload in the Board's website



### Category wise Type wise Exports of Tea from India

[To be submitted under Para - 30 of the Tea (Distribution and Export) Control Order 2005]

Name of the Exporter :

Address :

Phone / Fax / Email ID.

Exporter License No.

Return for the Month :

Import- Export Code No.:

Year

Name of the Customs/ICD (Where Customised)	Port from which Shipment was made	Country to which exported	Variety of Tea	Type of Tea	During the Month	
					Quantity (in Kgs)	FOB Value (in Rs)
			Green	Bulk Tea		
				Packet Tea (Upto 1Kg)		
				Tea Bags		
			C.T.C	Bulk Tea		
				Packet Tea (Upto 1Kg)		
				Tea Bags		
			Orthodox	Bulk Tea		
				Packet Tea (Upto 1Kg)		
				Tea Bags		
			Darjeeling	Bulk Tea		
				Packet Tea (Upto 1Kg)		
				Tea Bags		
			Organic	Bulk Tea		
				Packet Tea (Upto 1Kg)		
				Tea Bags		
			Oolong	Bulk Tea		
				Packet Tea (Upto 1Kg)		
				Tea Bags		
			Instant Tea			
			Quick Brewing Black tea			
			Tea Aroma			
			Flavoured Tea	Packet Tea (Upto 1 Kg)		
				Tea Bags		
<b>Grand Total</b>						

(Please submit a 'NIL' return, if there is no export for the month)

Date :

Signature of Manager / Authorised Signatory

To be submitted directly to Statistician, Tea Board, through e-mail - [statsteaboard@gmail.com](mailto:statsteaboard@gmail.com) by 7th of the following month.