

NOTICE

MINISTRY OF PLANTATION



SRI LANKA TEA BOARD

ANNUAL REGISTRATION – EXPORTERS OF TEA 2021

In terms of the Sri Lanka Tea Board Law No. 14 of 1975 and the Tea (Tax and Control of Exports) Act. No. 16 of 1959, all individuals and organizations engaged in the business of export of tea products should register themselves with the Sri Lanka Tea Board.

Applications are now being received by the Sri Lanka Board for registration of new applicants and renewal of registration of the following categories of individuals and organizations engaged in the export of tea products for the year 2021.

*Exporters of tea whose annual volume of tea exported is 1 Million Kgs or above Large category

* Exporters of tea whose annual volume of tea exported is below 1 Million Kgs. Small category

Duly completed applications for the above categories should be forwarded with the renewal fees to the Deputy Tea Commissioner, Tea Exports Section, Sri Lanka Tea Board, No. 574, Galle Road, Colombo 3, on or before **30th November, 2020**. All cheques for the amount applicable should be drawn in favour of the "Sri Lanka Tea Board".

Renewal application forms are being posted to all registered exporters of tea by the Sri Lanka Tea Board. New application and renewal application forms could be obtained from the Tea Exports Section, of the Sri Lanka Tea Board or could be downloaded from the Sri Lanka Tea Board official web site (www.srilankateaboard.lk).

Registration fee for new applicants and renewal fee for registered exporters of tea are appended below:

*New Applicant.....	Rs.25,000/- + 8% VAT
*Renewal of Large Category.....	Rs.500,000/-+ 8% VAT
*Renewal of Small Category.....	Rs.50,000/- + 8% VAT

All registered exporters of tea shall renew their registration on or before 31st December, 2020.

**CHAIRMAN
SRI LANKA TEA BOARD
574, GALLE ROAD,
COLOMBO 03.
.10.2020**



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பெருந்தோட்ட அமைச்சு
MINISTRY OF PLANTATION
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இலங்கை தேயிலைச் சபை
SRI LANKA TEA BOARD



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கல்கத்தி, கோழம்பு 03, இலங்கை
GALLE ROAD, COLOMBO 03, SRI LANKA

Ref: TC/E/R/
To All Registered Exporters of Tea

29.10.2020

Dear Sir,

RENEWAL OF EXPORTER REGISTRATION FOR THE YEAR 2021

Please find attached herewith the application for renewal of registration for the year 2021 as per the paper advertisement dated 11th October 2020 in Sunday Observer, Silumina and Vaaramanjari. You are required to submit duly completed application with following documents.

Kindly note that your application should be forwarded on or before 30th November, 2020

- Certified copy of Business Registration
- Certified copy of form 1 or Form 20(Only for Limited Companies and Public Limited Companies).
- Original letter of consents from the warehouse owners and the applicant's requests to use the same warehouse for the year 2021. (If warehouse facilities are not owned by the applicant)
- Copies of warehouse registration certificates for the year 2021. (For warehouse owners)
- Copy of the payment of renewal fee (payment to be made to the Finance Division of the Sri Lanka Tea Board) and please make sure your export category based on the export statistics from 1st October 2019 to 30th September 2020.

Please be make sure to comply with following conditions prior to submit your Exporter & Packer applications.

- If you are using other company warehouse, please make sure that their warehouse renewal application is already submitted to Sri Lanka Tea Board and your company name is already included their warehouse renewal application as other users.
- If you are a holding company with several subsidiaries which are registered with Sri Lanka Tea Board please include their names into relevant warehouse renewal applications as other users.
- Those who are having provisional registrations certificates should make a request to extend their exporter and packer registrations with all past export statistics/export performance.

Please note that your exporter registration should be renewed on or before 31.12.2020

Thanking you,

Yours faithfully,

B. K. Jayaramana

Deputy Tea Commissioner (Exports)

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lab@pureceylontea.com



SRI LANKA TEA BOARD

Form TC/E/R

To be forwarded to

Deputy Tea Commissioner (Exports)

TEA (TAX AND CONTROL OF EXPORT) ACT. NO. 16 OF 1959

RENEWAL OF EXPORTERS REGISTRATION FOR THE YEAR 20....

- 01. 1.1 Name of Exporter:
1.2 Exporter's Reg. No.:
1.3 Date of first Reg.:
02. Business Registration No. & Date of Registration:
03. Business Address:
04. Telephone, Fax Nos. & Email address, Web site etc.:
05. (a) Name of Managing Director/ Partner/Proprietor:
(b) Names of other Directors:
06. If Subsidiary/ Associate Company, Give name of Holding Company & It's Registration Number:
07. Warehouse/s information (Name/s, location address/s W/H Reg. Number./s

I/we hereby forward a cheque for Rs.being the prescribe fee for the renewal of Exporters Registration for the year.....

Signature: Date:.....

Name :

OFFICE USE ONLY

Received Rs.(inclusive VAT) as renewal fee for the year 20....

NOTICE
MINISTRY OF PLANTATION



SRI LANKA TEA BOARD
SRI LANKA TEA BOARD LAW NO. 14 OF 1975

SRI LANKA TEA BOARD (REGISTRATION OF TEA PACKERS) REGULATION - 1986

REGISTRATION / RENEWAL OF REGISTRATION
OF TEA PACKERS FOR THE YEAR 2021

In terms of the above regulation published in the Gazette Extraordinary No. 386/13 of 28th January, 1986, no person or body of persons shall engage in the business of packing tea, unless such person or body of persons is registered with the Sri Lanka Tea Board.

2. Accordingly, all persons engaged in the business of packing tea in all forms of packaging for export market, are hereby advised to apply for registration or renewal of the registration for the year 2021 to the Deputy Tea Commissioner, Sri Lanka Tea Board, Tea Export Branch, No. 574, Galle Road, Colombo 3 on or before **30th November, 2020** in the prescribed form obtainable from the same office or our official web site (www.srilankateaboard.lk).
3. The applicable fee for a new registration would be Rs. 25,000/- + 8% VAT. (Payable Fee would be Rs. 27,000/-). Every registration shall be renewed annually on or before 31st December of the current year. The renewal fee would be Rs. 10,000/- + 8% VAT (Payable Fee would be Rs. 10,800/-).
4. In the aforesaid regulation, unless the context otherwise requires "Packer" means a person or body of persons who packs tea in consumer or catering packs such as polythene bags, cartons, canisters, packets, wooden boxes, cans, porcelain jars, reed packs or any other form or retail packing not exceeding ten kilograms.
5. Every person who contravenes or fails to comply with any provision of these regulations or furnishes false information or returns to the Sri Lanka Tea Board shall be guilty of an offence, punishable in terms of these regulations.
6. Payment of registration fee or renewal fee could be made either in cash or cheque. All cheques should be drawn in favour of the "Sri Lanka Tea Board".

CHAIRMAN
SRI LANKA TEA BOARD
574, GALLE ROAD,
COLOMBO 3.
.10.2020



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SRI LANKA TEA BOARD



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காலி வீதி, கோழம்பு 03, இலங்கை
GALLE ROAD, COLOMBO 03, SRI LANKA

29/10/2020

TC/E/PR/

TO: Chief Executive Officer / Managing Director,
All Registered Exporters of Tea
All Registered Manufacturers of Tea
All Processors of Tea
All Sellers of Tea
All Buyers of Tea

Dear Sir,

SRI LANKA TEA BOARD LAW NO. 14 OF 1975
SRI LANKA TEA BOARD (REGISTRATION OF TEA PACKERS) REGULATIONS 1986
RENEWAL OF REGISTRATION OF PACKERS OF TEA FOR THE YEAR 2021

This refers to the section 6 of the SRI LANKA TEA BOARD (REGISTRATION OF TEA PACKERS) REGULATIONS 1986.

02. You are hereby informed to take immediate action to renew the existing registration as a packer for the year 2021 on or before 31st December 2020, by forwarding duly completed Form No. TC/E/PR annexed hereto together with the renewal fee of Rs. 10,800.00 (Rs. 10,000.00 - +VAT) to this office on or before 30th November, 2020. Payments could be made by cash or cheque for the amount to be drawn in favour of the "Sri Lanka Tea Board".

03. Please note that no application for renewal will be entertained after 31st December, 2020.

Thanking you,

Yours faithfully,


B. K. Jayamanna
Deputy Tea Commissioner (Exports)

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Web: www.pureceylontea.com / www.srilankateaboard.lk



SRI LANKA TEA BOARD

Form: TC/E/PR

To be furnished to:

Deputy Tea Commissioner (Exports)
Tea Exports Section,
574, Galle Road,
Colombo 3.

Registration Fee Rs. 25,000/-
Annual Renewal Fee Rs. 10,000/-
Above fees are excluding VAT

**APPLICATION FOR REGISTRATION/ RENEWAL OF TEA PACKERS FOR THE YEAR.....
SRI LANKA TEA BOARD (REGISTRATION OF TEA PACKERS) REGULATIONS 1986**

1. 1. i. Business Name & Address:.....
.....
.....
.....
- ii. Telephone/Fax Nos.:
- iii. E-mail Address:
2. 2.1 If Renewal, State The Packer Registration No :.....
- 2.2 If Renewal, State The Exporter Registration No :
3. Nature of Packaging: a) Domestic Consumption only
(Please underline what b) Export only
is relevant) c) Both domestic consumption & Export
 d) On contract basis
4. Address of premises used for storing
Blending & Packing operation of tea/
Warehouse Registration No.
(If you are using the warehousing
facilities not owned by you, please
attach a letter of consent obtained
from the owner of the warehouse)
5. Source of purchase of tea:
(i.e. Auction, Private Sale, Direct Sale)

6. Description of retail packs:

6.1 For Local Consumption only:

Brand Name	Type of Pack	Net Weight	Whether Lion Logo used	Indicate whether you own the brand if so, please attaché copy of registration

6.2. For Export

Brand Name	Type of Pack	Net Weight	Whether Lion Logo Used	Indicate whether you own the brand if so, please attaché copy of registration

7. Estimated volume of teas to be packed for the yearfor

Local Consumption - **Metric Tons**
Exports - **Metric Tons**
On contract basis - **Metric Tons**

8. Countries of export of packeted teas with specific reference to Brand Names:

9. If packing operation is on contract basis, indicate name and addresses Brand Owners:

I/We hereby declare that the above particulars are true and correct.

Date:.....

.....
Signature of Applicant

Name:.....

N.B. If payment made by cheque, the cheque for the amount should be drawn in favour of "Sri Lanka Tea Board "

(FOR OFFICE USE)



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SRI LANKA TEA BOARD



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கல்கி வீதி, கொழும்பு 03, இலங்கை
GALLE ROAD, COLOMBO 03, SRI LANKA

Ref: TC/E/VI/8

29/10/2020

To: Managing Director/Chief Executive Officer,
Managing Partners/Proprietor,
All Registered Exporters of Tea

Dear Sir,

TEA (TAX AND CONTROL OF EXPORTS) ACT NO. 16 OF 1959
SRI LANKAN ORIGIN TEA HELD IN STOCK AS AT 31ST DECEMBER, 2020

I write with reference to section 12 of the above Act.

02. You are hereby requested to furnish the following information with regard to the balance stock of tea, procured through approved channel as registered exporter of tea under the above Law and held by you as at 31st December, 2020 on or before 31st January, 2021 according to the specimen format annexed hereto.

- Total quantity of unblended straight line teas held in your stock as at 31st December, 2020 (Broker wise – with all details – in Form LT /BS-1)
- Total quantity of local tea in blended form held in your stock as at 31st December, 2020 (Blend number wise – Form LT/BS II) - inclusive of blend gains and losses)
- Quantity of tea exported during the year 2020 (As per Form LT/BS III)
- Quantity of tea sold locally during the year 2020 (As per Form LT/BS IV)
- Quantity of tea transferred to other exporters during the year 2020 (As per the Form LT/BS/V)

03. Kindly note that any subsequent amendments or alterations or replacement of the Balance Stock Statements so furnished will not be accepted under any circumstances. Also note if the balance stock statement is not received on 31.01.2021, no authorization for exportation of Sri Lankan Origin Teas will be considered.

04. Please acknowledge receipt of this letter.

Thanking you,

Yours faithfully,


B. K. Jayamanne
Deputy Tea Commissioner (Exports)

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(Should be submitted on or before 31.01.2021)

Name & address of Exporter:.....

Exporter Registration No. : TC/E/R/.....

**TOTAL QUANTITY OF UNBLENDED STRAIGHT LINE TEA
 HELD IN STOCK AS AT 31.12.2020**

Date of auction & sale code No.	Broker & Lot No.	Inv. No.	Grade	No. of Cases	Qty. in Kgs.	Location of tea
Total						

I/We hereby declare that the above particulars are true and correct and also confirm that there will not be any addition or alternation or replacement to the above stock.

Date:.....

.....
**Signature of Managing Director /
 Chief Executive Office**

(Should be submitted on or before 31.01.2021)

Name & Address of Exporter:

Exporter Registration No: TC/E/R/

**TOTAL QUANTITY OF BLENDED BALANCES OF LOCAL TEA
HELD IN STOCK AS AT 31.12.2020**

Blend No.	Date of Blend	Balance as at 31.12.2020 inclusive of Blend Gains/Losses		
		Blend Balance (Kgs.) Including short shipped quantities)	Blend Gains (Kgs.)	Total in Kgs.

I/We hereby declare that the above particulars are true and correct and also confirm that there will not be any addition or alternation or replacement to the above stock.

Date:.....

.....
Signature of Managing Director/
Chief Executive Officer

QUANTITY OF TEA EXPORTED DURING THE YEAR 2020

CusdecLodg. Reg. No. & Date of exportation	Destination Country	Bulk (Kg.)	Packets (Kg.)	Tea Bags (Kg.)	Others Specify (Kg.)

I/We hereby declare that the above particulars are true and correct and also confirm that there will not be any addition or alternation or replacement to the above stock.

Date:.....

.....
**Signature of Managing Director/
 Chief Executive Officer**

Quantity of tea sold locally during the year 2020

Month	Quantity sold Kg.	From whom teas procured	To whom teas sold
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
Total			

I/We hereby declare that the above particulars are true and correct and also confirm that there will not be any addition or alternation or replacement to the above stock.

Date:.....

.....
**Signature of Managing Director/
Chief Executive**

Quantity of tea transferred to other Exporters during the year 2020

Straight Line or Blend Balances	Quantity (Kg.)	Transferee's Name	Date of Transfer	Whether approval has been obtained for the transaction

I/We hereby declare that the above particulars are true and correct and also confirm that there will not be any addition or alternation or replacement to the above stock.

Date:.....

.....
**Signature of Managing Director/
 Chief Executive Officer**

Notice

Payments should be made through any Bank of Ceylon branch account No:0001633709 to Sri Lanka Tea Board(Kollupitiya 2nd Branch) and the payment receipt should be submitted along with duly completed application.