

This return should be made in duplicate and addressed to:

Form T.C.4

The Tea Commissioner  
P.O.Box 363, Colombo 3.

**THE TEA CONTROL ACT NO. 51 OF 1957**

Return to be furnished to the Tea Commissioner under Section 7(1) of the above Act.

**Important :-**

An application for registration must be made on this form :

- (I) When a new Tea Factory is established : and
- (II) When a new owner purchases, inherits or otherwise acquire an existing registered Tea Factory and require registration as a Manufacturer of tea.
- (III) Registration fee for new tea factory is Rs. 10,000/=

<p>1.(a) Name of the person making the return (The Owner or any one the owners of the factory or an accredited agent of the owner or owner may make this return. If the person making the return is the agent of the owners he should state the same.</p>	
<p>(b) Address of the person making the return</p>	
<p>2. Name of the tea factory in respect of which the application is being made</p>	
<p>3. Situation of factory:</p> <p>(a) Administrative District</p> <p>(b) D.S. Division</p> <p>(c) Grama Niladhari Division</p> <p>(d) Village</p> <p>(e) Is the factory situated on an Estate or small holding? If so give the name of the estate of smallholding</p> <p>(f) State how the factory can be reached giving the distance to the nearest town and the name of the road along which one has to travel. If it is necessary to turn off from a main road to reach the factory, give the number of the milepost or culvert nearest the turning.</p>	
<p>4. Is the factory a new tea factory, which has been established recently? Give the year of established.</p>	

<p>5. If the factory is not a new factory but has recently been acquired by the present owner or owners give:</p> <p>(a) The number under which the factory was registered in terms of the Tea Control Act by the previous owner or owners.</p>	<p>(1) .....</p>
<p>(b) The name of the previous owner or owners:</p> <p>..... (1)</p> <p>..... (2)</p> <p>..... (3)</p>	<p>(2) .....</p> <p>(3) .....</p> <p>(4) .....</p> <p>(5) .....</p>
<p>(c) Did the present owner or owners of the factory acquire it by :</p> <p>(1) Purchase</p> <p>(2) Inheritance</p> <p>(3) Gifts</p> <p>(4) Lease or</p> <p>(5) In any other manner</p> <p>Please state the mode of acquirer Documents proving the legal possession should be attached.</p>	<p>(1) .....</p> <p>(2) .....</p> <p>(3) .....</p> <p>(4) .....</p> <p>(5) .....</p>
<p>6. (a) The name of the present owner or owners of the factory:</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p>(1) .....</p> <p>(2) .....</p> <p>(3) .....</p> <p>(4) .....</p>
<p>(b) In case present Owner/Owners belonging any tea factory other than this state its' Reg. No.</p> <p>.....</p>	<p>.....</p>
<p>7. Is the present owner (or are the present owners) of the factory citizen(s) of Sri Lanka or not? .....</p> <p>If the factory is owned by a company. Please state whether the company is an approved project of BOI. If so annex copy of the BOI approval.</p>	<p>.....</p> <p>.....</p>
<p>8. (a) Approximate elevation of factory in metres above sea level.</p> <p>.....</p> <p>(b) Agro-climatic district of which the Factory is situated</p> <p>.....</p>	<p>.....Metres</p> <p>.....</p>
<p>9. (a) Floor Area of factory</p> <p>.....</p>	<p>Area of ground floor .....sq.ft.</p> <p>No. of floors above the ground floor.....</p>

	Area of withering (I) tats .....sq.mt (II) troughs .....sq.mt.
(b) List of full description of the machinery and equipment installed in the factory to be annexed by indicating whether they are new or used.	
(c) Maximum capacity of the factory expressed in kilograms of made tea per month.	
(d) Type of tea to be manufactured.	Orthodox / CTC / Green Tea / Organic Tea Orthodox & CTC / Organic Green tea
10. (a) Is the factory now functioning	
(b) If the factory was working before but it not functioning now. Please state how long it has not been working and when it is proposed to resume working of the factory.	
11. If the factory is now working;	
(a) Please state the average quantity of green tea leaf manufactured at the factory each month (if possible state the average for the 12 months immediately proceeding.	Kgs.
(b) Please state whether the factory handles only green tea leaf from estate and smallholdings belonging to the owners of the factory or whether its manufacturers bought leaf as well.	
(c) If bought leaf is manufactured at the factory, please state the average monthly quantity of bought green tea leaf manufactured.	Kgs.
12. Garden marks used for sale of tea at the Auctions and the names of selling brokers.	(1) Garden marks ..... ..... (2) Names of Brokers ..... ..... .....

<p>13. Do you have Warehousing facilities for storing of Made tea other than the factory premises? If so state location of the Warehouse.</p>	
<p>14. If the factory is a new factory which has not yet started working:</p> <p>(a) Please state whether it is intended to procure to the factory, green tea leaf only from estates and smallholdings belonging to the owner or owners of the factory or whether it is proposed to procure bought leaf as well.</p> <p>(b) It is proposed to procure bought leaf at the factory please give approximate monthly quantity of bought leaf, which the factory is expected to handle.</p>	
<p>15. Names &amp; experience in the field of ;</p> <p>(a) Factory Manager</p> <p>(b) Tea maker. employed at the factory</p>	
<p>16. At the time of taking over legal possession of the factory what are the liabilities under,</p> <p>(a) Green leaf suppliers reasonable price arrears</p> <p>(b) Unsettled Working Capital Loans with Year and the Bank/Lending Institute</p> <p>(c) Advances obtained from Selling Brokers</p>	
<p>I / We hereby declare that the statements contained in this return are true and accurate.</p> <p>Date: .....</p> <p style="text-align: right;">Signature of Person making the return</p> <p style="text-align: right;">Name: .....</p>	