



TEA BOARD

Tea Development and Promotion Scheme

Component: Quality Upgradation & Product Diversification

Sub-component: Orthodox Tea Production Subsidy

APPLICATION FORM

FORM I

For 100% orthodox Tea/100% Green Tea/ Darjeeling tea producing Units
(Please strike out whichever is not applicable)

To

The _____
Tea Board of India,

Sub : Application for claiming incentive for Orthodox Tea under Tea Board's
Orthodox Tea Production Subsidy subcomponent A/c _____ T.E./Factory
Period _____ Year _____

Sir,

We are to furnish hereunder the particulars of orthodox tea manufactured in our factory during the period from ----- to ----- .

We undertake full responsibility for the genuineness of the claims detailed below and certify that these claims were not made before. In the event of any information being found false or incorrect, we agree to hold ourselves liable for any action deemed fit, including recovery of money and cancellation of our registration under TMCO 2003. The eligible subsidy amount may kindly be sanctioned to us at the earliest.

1. Name of the Producer Company
Address
.....
.....
Telephone No..... Fax No.
E-Mail Contact Person & Mob.
No.....

2. Name of the Tea Estate
Address
.....

.....
Telephone No..... Fax No.
E-Mail Contact Person & Mob.
No.....

3. TMCO 2003 Registration No.

4. Total Area under tea (in ha)

6. Total tea manufactured during the claim period from to..... :Kgs.

7. Total Orthodox/green tea manufactured during the claim period out of the total tea manufactured as shown in Sl.no.6 : Kgs.

a) Orthodox tea (other than Darjeeling tea)..... kgs.

b) Green Tea:.....Kgs. C) Darjeeling Orthodox tea:.....Kgs.

8. Subsidy amount claimed for Rs.-----towards production of -----
-----Kg. Orthodox/green tea/Darjeeling tea .

a)Orthodox tea/Green tea/Darjeeling Tea :

Leaf.....kgs.Dust.....Kgs.

Total:.....Kgs.

9. Bank details towards release of Subsidy:

Name of the Bank Branch A/c No.

Branch Address

IFS Code of the receiving bank/ branch

Date :

(Authorized signatory of T.E.)

Name and designation

Seal of the Factory/Company

Enclosures :

1. Current documentary evidence towards TRA/UPASI-TRF subscription: Yes/No.
2. NTRF subscription payment with documentary evidence : Yes/No
3. Copies of monthly E>Returns for the entire claim period submitted to the Tea Board: Yes/No
4. Copy of latest P.F. Challan : Yes/No
5. Copies of the first page and last page of factory record(R.G.I) for the claim period duly certified by the Estate/ factory authority : Yes/No.
6. Defaulter under Board's any Loan scheme -Yes/No
7. Self certification as to the conformity of tea to the EU MRL limits: Yes/No
8. Application Fees Rs.2000/-



TEA BOARD

Tea Development and Promotion Scheme

Component: Quality Upgradation & Product Diversification

Sub-component: Orthodox Tea Production Subsidy

APPLICATION FORM

FORM II

(For Dual Manufacturing Units)

To,
The _____
Tea Board of India,

Sub : Application for claiming incentive for Orthodox Tea under Tea Board's
Orthodox Tea Production Subsidy subcomponent A/c-----T.E.
Period _____ Year-----

Sir,

We are to furnish hereunder the particulars of orthodox tea manufactured in our factory during the period from ----- to ----- .

We undertake full responsibility for the genuineness of the claims detailed below and certify that these claims were not made before. In the event of any information being found false or incorrect, we agree to hold ourselves liable for any action deemed fit, including recovery of money and cancellation of our registration under TMCO 2003. The eligible subsidy amount may kindly be sanctioned to us at the earliest.

1. Name of the Producer Company
Address
.....
.....
Telephone No..... Fax No.
E-Mail Contact Person & Mob.
No.....

2. Name of the Tea Estate

Address

.....

.....

Telephone No..... Fax No.

E-Mail Contact Person & Mob.

No.....

3. TMCO 2003 Registration No.

4. Total Area under tea (in ha) :

5. Total tea manufactured during the claim period from to..... :Kgs.

6. Total Orthodox/Green tea manufactured during the claim period out of the total tea manufactured as shown in Sl.no.5 : Kgs.

a) CTCkgs. b) Orthodox: Leaf..... Kgs. Dust:.....kgs.

(This should tally with Sl. No.5)

7. Mode of disposal of tea manufactured for this claim period :

a) Sale through public auction :Kg i) Leaf.....Kgs. ii) Dust:.....kgs.

b) Sale through registered broker:Kg i) Leaf.....Kgs. ii) Dust:.....kgs.

c) Direct Export: Kg i) Leaf.....Kgs. ii) Dust:.....kgs.

d) Export through Merchant Exporter :kgs. i) Leaf.....Kgs. ii) Dust:.....kgs.

8. Subsidy amount claimed for Rs.-----towards production of -----
Kg. Orthodox tea.

a) Orthodox tea/Green Tea/Darjeeling Tea : Leaf.....kgs. Dust..... Kgs.

Total:.....Kgs.

9. Bank details towards release of Subsidy:

Name of the Bank Branch A/c No.

Branch Address

IFS Code of the receiving bank/ branch.....

Date :

(Authorized signatory of T.E.)

Name and designation

Seal of the Factory/Company

Enclosures:

1. Current documentary evidence towards TRA/UPASI-TRF subscription: Yes/No.
2. NTRF subscription payment with documentary evidence : Yes/No
3. Copies of monthly E>Returns for the entire claim period submitted to the Tea Board: Yes/No
4. Copy of latest P.F. Challan : Yes/No
5. Defaulter under Board's any Loan scheme –Yes/No
6. Copies of the first page and last page of factory record(R.G.I) for the claim period duly certified by the Estate/ factory authority : Yes/No.
7. **In case tea is sold through Auction** , Certificate of the concerned Broker indicating the volume of orthodox tea Sold should be attached: Yes/No
8. Self certification as to the conformity of tea to the EU MRL limits: Yes/No
9. Application Fees Rs.2000/-

10. Producers exporting directly or through merchant exporters, the following document in addition to Sl.1 to 7 will be relied upon for releasing the subsidy :

- i) Exchange control copy of Shipping Bill (certified by the Customs)



TEA BOARD

Tea Development and Promotion Scheme

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APPLICATION FORM

FORM III

(For Incremental Production)

To,
The _____
Tea Board of India,

**Sub : Application for claiming incentive for Incremental Orthodox Tea under Tea Board's
Orthodox Tea Production Subsidy subcomponent A/c-----T.E.
Year-----over the year -----**

Sir,

We are to furnish hereunder the particulars of incremental orthodox tea production in our factory for the Year ----- over the Year-----.

We undertake full responsibility for the genuineness of the claims detailed below and certify that these claims were not made before. In the event of any information being found false or incorrect, we agree to hold ourselves liable for any action deemed fit, including recovery of money and cancellation of our registration under TMCO 2003. The eligible subsidy amount may kindly be sanctioned to us at the earliest.

1. Name of the Producer Company
Address
.....
.....
Telephone No..... Fax No.
E-Mail Contact Person & Mob.
No.....

2. Name of the Tea Estate

Address

.....

.....

Telephone No..... Fax No.

E-Mail Contact Person & Mob.

No.....

3. TMCO 2003 Registration No.

4. Total Area under tea (in ha) :

5. a) For 100% orthodox Tea Producing factories:

(a) Production for the last 5 years-

Calendar Year	Orthodox Tea Produced (in Kgs.)	Base Production (Average of 5 years production in Kgs.)	Orthodox Tea production in the Application year (in Kg.)	% increase over the base production (Minimum value should be 25% to qualify for subsidy)
Total				

b. Subsidy applied For :

a) If increase 25-35% ---Rs.1/-X -----Kg. = Rs.-----

b) If increase 36-45% ---Rs.2/-X -----Kg. = Rs.-----

c) If increase 46-55% ---Rs.3/-X -----Kg. = Rs.-----

d) If increase 56-65% ---Rs.4/-X -----Kg. = Rs.-----

e) If increase above 66%---Rs.5/-X -----Kg. = Rs.-----

6. a) For Dual manufacturing (Both CTC & Orthodox) factories:

(a) Production for the last 5 years-

Calendar Year	Total Tea production (in Kgs)	Orthodox Tea Produced (in Kgs.)	% share of orthodox production against total production in the Application year	% increase of orthodox production against total production in the application year (Minimum value should be 25% to qualify for subsidy)

Total				

b). Subsidy applied For :

- a) If increase 25-35% ----Rs.1/-X -----Kg. = Rs.-----
b) If increase 36-45% ----Rs.2/-X -----Kg. = Rs.-----
c) If increase 46-55% ----Rs.3/-X -----Kg. = Rs.-----
d) If increase 56-65% ----Rs.4/-X -----Kg. = Rs.-----
e) If increase above 66%---Rs.5/-X -----Kg. = Rs.-----

7. Bank details towards release of Subsidy:

Name of the Bank Branch A/c No.

Branch Address

IFS Code of the receiving bank/ branch.....

Date :

(Authorized signatory of T.E.)

Name and designation

Seal of the Factory/Company

Enclosures:

1. Current documentary evidence towards TRA/UPASI-TRF subscription: Yes/No.
2. NTRF subscription payment with documentary evidence : Yes/No
3. Copies of monthly E>Returns for the entire claim period submitted to the Tea Board: Yes/No
4. Copy of latest P.F. Challan : Yes/No
5. Defaulter under Board's any Loan Scheme--- Yes/No
6. Copies of the corresponding pages of factory record(R.G.I) for the claim period duly certified by the Estate/ factory authority : Yes/No.
7. Self certification as to the conformity of tea to the EU MRL limits: Yes/No
8. Application Fees Rs.2000/-

LETTER OF UNDERTAKING

Orthodox Tea Production Subsidy sub-component

(On Non Judicial Stamp Paper Rs. 20/- or appropriate value)

To be signed by:

1. Director supported by Board resolution (as per Appendix-1) or Authorized signatory as per Power of Attorney
2. A partner (in case of Partnership firm)
3. The Proprietor (in case of Proprietary concern)

TO

Tea Board,

Sub.: Orthodox Tea Production Subsidy Scheme
A/c. _____ Tea Estate/Factory
owned by M/s. _____.
Period: _____, Year _____

Dear Sir,

In continuation of Tea Board having sanctioned a subsidy of Rs. _____/-
(Rupees: _____) for Orthodox / Green Tea Production as detailed in the
Sanction letter issued in favour of M/s. _____. I/we do hereby
undertake to agree to comply in the manner envisaged under the scheme all the terms and
conditions hereinafter mentioned:-

1. I/We solemnly declare that all the particulars given along with the claim are true, complete and correct.
2. I/We also hereby undertake to pay the green leaf price to the supplier of green leaf to our factory in accordance with the price sharing formula notified by the Tea Board.
3. I/We hereby undertake to submit the monthly return in regard to tea manufactured and price realized during each month and also the yearly statement as required under TMCO/TWCO.
4. I/We hereby undertake not to convert the factory from Orthodox/Green tea to CTC tea manufacturing unit without prior written consent of the Tea Board (in case of 100% Orthodox Tea Manufacturing unit)
5. In the event of breach of any of the aforesaid undertakings or the terms and conditions under the Orthodox Tea Production Subsidy Scheme, Tea Board at its option will be entitled to call for refund immediately the entire amount paid as subsidy with interest thereon at the of 12% per annum and we undertake to pay the same within 10 days from the date of demand made by the Tea Board for the recommended volumes of Orthodox/Green tea produced during the claim period under the Scheme.

Signature of Authorized signatory
Seal of the factory & Date.

