

FORM NO. TWR – 1

**This application should be filled in duplicate and sent to the
Deputy Tea Commissioner, Tea Exports Branch, 574, Galle Road, Colombo 3**

New Registration	Rs.25,000/-	
Renewal	Rs.10,000/-	
If renewal, state the Registration No. (Above fees are excluding NBT & VAT)		

**APPLICATION FOR THE REGISTRATION/RENEWAL OF WAREHOUSE
USED FOR THE STORAGE OF TEA FOR THE YEAR 20.....
Sri Lanka Tea Board (Warehousing of Tea) Regulations 1984**

1. Name of the Applicant and Address Tel No.: Fax No.: e Mail Address:	
2. Type of Business (a) (State Whether Sole Trader, or Partnership, Or Corporate Body, or Co-operative of other) (b) Name & Business Registration No.: (Annex certified copy of the Business Reg.: Certificate & copy of Memorandum & Article of Association with Form – 48)	
3. (a) Owner of the warehouse : (b) State whether warehouse on lease or owned. (If on lease annex a copy of lease agreement/deed Registered at Land Registry)	
4. Category for which the application is made State whether To store teas: (a) As a Seller (an exporter) or as an accredited agent of sellers; or (b) As a broker or as an accredited agent of Brokers; or © As a buyer or as an accredited agent of buyers; or (d) As a transporter or as an accredited agent of Transporter, or (e) As a Forwarder or an accredited Agent of (f) As a Processor or an accredited Agent of Processors or (g) As a Manufacturer or as an accredited Agent of Manufacturers (Please indicate the owner/s of tea) (h) As a Seller (non exporter) or as an accredited agent of Sellers.	

<p>5. Description and particulars of the building to be used as the warehouse. Give particulars of :</p> <p>(a) Location :</p> <p>1. Assessment No:</p> <p>2. Postal Address:</p> <p>3. Grama Niladari Division:</p> <p>4. Divisional Secretariat:</p> <p>(b) State how the warehouse can be reached giving the distance to the nearest town and name of road along Which on has to travel:</p> <p>© Floor Area (in Sq. Meters):</p> <p>(d) Average Height of side walls (in meters) :</p> <p>(e) Type of</p> <p> (i) Floor</p> <p> (ii) Walls</p> <p> (iii) Roof</p> <p>(f) No. of Entrances:</p> <p>(g) Year of construction</p> <p>(h) Whether it is insured (if so annex copy of insurance Policy)</p>	
<p>6. Facilities available:</p> <p>(a) No. of full chests that could be stored at a Stacking rate Of 16 chests per sq. Meter. (if calculated at a higher rate Of stacking, particulars of additional devices in use Should be stated)</p> <p>(b) No of weighing scales available and types</p> <p>© Availability of Electricity</p> <p>(d) Particulars of any special Plant, Equipment or Machinery in use including Air conditioners and De humidifiers</p>	

7. Particulars of Security arrangements:	
8. Particulars of Supervisory Staff of the Warehouse: (a) Names with designation (b) Whether they are on contract only for blending/ Whether your own staff	
9. If a Registration as a Packer of tea has been obtained for the year and for the same premises, give Registration No.:	
10. If a registered Exporter of Tea, give Registration No.	
11. Please indicate the name & address of other users of the warehouse Please attach an annexure, if this space is inadequate Indicate their category	

I/we declare that the information given above is true and correct.

**I enclose a Cheque for Rs. 25,000.00/Rs. 10,000.00 drawn in favour of the Sri Lanka Tea Board being the
Registration/Renewal fee (Above fee is excluding NBT and VAT)**

I also enclose a Photostat copy of the Insurance Policy covering stocks of tea at market price.

Date:

Signature of Applicant

- N.B**
- 1. Payments made in cash will also be accepted**
 - 2. A separate application has to be made in respect of Each assessment No.:**
 - 3. This application should be signed by CEO/MC/Managing Partner of Proprietor.**