

PUBLIC NOTICE NO. 41 /2015

**OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (GENERAL)
CFS MANAGEMENT CELL
JAWAHARLAL NEHRU CUSTOM HOUSE
NHAVA SHEVA, TALUKA – URAN
DISTRICT – RAIGAD – 400 707.**

F.No. S/5-Gen-37/2015 CFS M. Cell

Date: 12.05.2015

PUBLIC NOTICE NO. 41/2015

As per the present guidelines for opening a new CFS, the applicant desirous of opening new CFS is required to file an application to the Infrastructure Division, Ministry of Commerce along with the feasibility report prepared by the applicant. The applicant is also required to submit a copy of the application to the Jurisdictional Commissioner of Customs so that the comments about the project can be offered to the Ministry of Commerce and the Central Board of Excise & Customs (CBEC) keeping in view the future compliance worthiness under Handling of Cargo in Customs Area Regulations, 2009.

However, it is observed that submitting such comments is delayed due to incomplete or delayed submission of the required information by the applicants. Sometimes the applicants do not submit copy of the proposal directly to this office and hence a copy of the proposal is required to be called from either the Board or the applicant which results in further delay.

Therefore, to expedite the furnishing of comments in the said application, it has been decided to standardize the details of information to be submitted by an applicant to the Principal Commissioner/Commissioner of Customs (General). The applicant desirous of opening new CFS under the jurisdiction of Jawaharlal Nehru Custom House is required to submit a copy of the application with all the relevant documents directly to this office in the prescribed format annexed to this Public Notice within 15 days of submission of the application to the Ministry of Commerce. Also to standardize the submission of information along with documentary evidence it has been decided that the information should be submitted in the enclosed performa along with the affidavit in annexure B. The list of documents to be submitted is mentioned in Annexure A to the form.

However, based on scrutiny of the application, the department may call for any additional information/documents from the applicant.

-sd-

(S.H. Hasan)

Principal Commissioner of Customs
Jawaharlal Nehru Custom House

Enclosed:

- (i) Form
- (ii) Annexure A and B

FORM OF APPLICATION AS PER PUBLIC NOTICE No. 41 /2015
(TO BE SUBMITTED TO THE PRINCIPAL COMMISSIONER/COMMISSIONER OF
CUSTOMS (GENERAL), NHAVA SHEVA ON THE COMPANY LETTERHEAD
ALONGWITH COPY OF THE PROPOSAL FOR NEW CFS SUBMITTED TO THE IMC IN
THE MINISTRY OF COMMERCE.)

1. Name of the Applicant
2. PAN No.
3. Constitution of business. State whether Proprietorship/ Partnership/ Registered Co./ Unregistered Co. /Trust/ Society/ Others.
4. Date of Incorporation
(In case of additional offices/branches the details of the same may be provided).
5. Office Address
(Note: Verification of whether the premises is owned/ rented may be carried out during visit to the premises.)
6. Authorized Person: Name of the person, Mobile Number and E-mail ID.
Whether the Applicant
7. is in the CFS/ Logistics business?
8. Number of employees in the company
 - (i) Name of Director
 - (ii) Residential address and contact details viz. telephone number and email id
 - (iii) Director Identification Number issued by Registrar of Companies
 - (iv) List of companies in which the person is a director
 - (v) Details of cases/show cause notices/adjudication orders issued by agencies under the Central Board of Excise and Customs/Central Board of Direct Taxes/Enforcement Directorate pertaining to the company/companies in which the person is a director
 - (vi) Whether any case is pertaining with BIFR/Official Liquidator. If yes, details thereof.
 - (vii) Whether there is a police case against the director. If yes, details thereof
 - (viii) Whether the Director has been convicted by a court of law. If yes, details thereof.
9. Name of the Directors with their Address:
Details of land to be utilized in proposed CFS, in format below along with documents mentioned in the annexure (In case the land to be utilized in proposed CFS, falls in the jurisdiction of different villages, please provide details village wise).

(Village, Tal, Dist)

S. No.	Survey no.	Hissa No.	Size (Sq. Mtrs)	Landowner's name	Whether N.A. or not.
--------	------------	-----------	-----------------	------------------	----------------------

11. Expected traffic in TEUs

Certified that the information given above is true and correct to the best of my knowledge.

Date:
Place:

Signature of Authorized Signatory
(Name of authorized signatory)

Annexure-A

(List of Enclosures to be submitted with the application)

1. List of Documents pertaining to the company

- a. self attested copies of Article & Memorandum of Association with certificate of Registrar of Company i.e. ROC)
- b. Self attested copies of PAN card
- c. Self attested copies of the list of directors downloaded from the Registrar of Companies website
- d. Self attested copy of registered address downloaded from the site of ROC
- e. copy of Income Tax return for last 2 years.
- f. Proposed map of Infrastructure/ lay out of the proposed CFS duly certified by Architect. The map shall show, among other items, Warehouse/s, Administration building, Gates, Pump house, weighing Machine, container stacking slots, trucks' parking, canteen etc. along with their expected sizes.)
- g. NOC from the MPCB in case the Applicant is presently running any business from the proposed CFS area.

2. List of documents pertaining to the Director/s (Details to be submitted for each Director separately)

- a. Self attested coloured photograph of the Director. The photograph should not be more than 3 months old.
- b. Copy of PAN card of each director (self attested)
- c. Residential address along with address proof of all the directors.
- d. Provide copy of Antecedent Report of Local Police Station not less than 2 months old.
- e. In case of Directors staying out of Mumbai, address of jurisdictional Central Excise authority.
- f. IT returns of the Director for the last 2 years
- g. Self Certified Affidavit by each of the Director(s) as per Annexure-B to this application.

3. List of documents pertaining to the land proposed to be utilized for the CFS

- a. In case land falls under Coastal Regulatory Zone (CRZ), mention it against the Survey number.
- b. Provide self certified copies of 7/12 extracts. Original will be inspected at the time of Inspection of proposed CFS. In case the documents, are in Marathi language the same may be translated into English language and a translation may be provided along with the original documents.
- c. Provide self certified copies of sale deeds. Original will be inspected at the time of Inspection of proposed CFS. In case the documents, are in Marathi language the same may be translated into English language and a translation may be provided along with the original documents.
- d. Provide self certified copies of Non Agriculture, & Development permissions. Original will be inspected at the time of Inspection of proposed CFS. In case the documents, are in Marathi language the same may be translated into English language and a translation may be provided along with the original documents.
- e. Provide map of the proposed area of village showing Survey Nos. and Roads, duly certified by

the Talathi. (Gao- Nakasha).

f. Provide map of the Survey Nos. under proposed land duly certified by the Architect or Talathi.

Annexure-B

(To be submitted by each director on a stamp paper of value Rs. 100/-)

I, _____(Name of the Director)_____,age-_____, Resident of _____(address)_____, Director of M/s. _____(Name of Applicant Company)_____, having Director Identification Number _____(No.)_____ do hereby solemnly affirm that I am also Director/ Trustee/sole proprietor of the following firms and that neither I nor any of the firm has been penalized by any quasi- judicial authority of Customs, Central Excise or Service Tax, Income Tax or their appellate forums including judicial. Also neither I nor any firm has any case pending before any quasi- judicial authority of Customs, Central Excise or Service Tax or Income Tax or their appellate forums including judicial.

S. No.	Name of the Firm	Complete Postal Address and contact number
--------	------------------	--

(Note: In case of case against any firm in which the person is a Director or against the Director himself, kindly mention nature of offence, case number etc., issue in brief, presents status of the case, SCN/Demand Notice issuing authority in each case.)

Solemnly affirmed on _____day of __ (month)__, _____(year)_____ .

I certify that the above information is correct and to the best of my knowledge.

(Signature)

Name of the Director