

Frequently Asked Questions

Who needs to obtain License	1. All Producers of Assam Orthodox Tea, 2. All Exporters of Assam Orthodox Tea, 3. All Traders of Assam Orthodox Tea, 4. All Warehouses storing Assam Orthodox Tea, 5. All Packers of Assam Orthodox Tea 6. All Brokers of Assam Orthodox Tea
How to Obtain License	The following steps needs to taken for obtaining the License: I. Application in the letter head of the applicant (Form I) duly verified by any Tea Association, Trade Association, CTTA, GTAC, Registered buyer, seller, Exporter, Importer, manufacturer, Broker may be sent to the following address: IPR Cell, Tea Board, 14, BTM Sarani, Kolkata-1 II. Along with the application copies of the following document needs to be enclosed: ➤ Copy of the garden registration (in case of producer) ➤ Copy of the export license issued under Tea (Distribution & Export) Control Order, 2005 (in case of exporter) ➤ Copy of the buyer license issued under Tea (Marketing) Control Order, 2003 (in case of buyer/trader) ➤ Copy of the Broker License issued under Tea (Marketing) Control Order, 2003 (in case of broker) ➤ Copy of the Warehouse License issued under Warehouse (Licensing) Order, 1989 (in case of warehouse owner) III. License Agreement as per Schedule IV (Page 18-21 of the regulation) in duplicate are to be sent along with the application form. The first page of the agreement shall be in

	printed in Non-Judicial Stamp Paper of Rupees 10/20. The remaining pages to be printed in legal size paper. Each page to be stamped and signed by the Authorised signatory of the applicant. IV. Application fees of Rs. 3000/- to be paid in the form of Draft/RTGS as per bank details along with the application
How to renew License	The License shall be valid for one year from the date of issue. The licensee shall apply for renewal 15(fifteen) prior to expiry of the License. For renewal the following documents needs to be sent to the following address: IPR Cell, Tea Board, 14, BTM Sarani, Kolkata-1 1. Details of Annual Transaction (As per Schedule VI) 2. Renewal Fees of Rs.3000/- to be paid in the form of Draft/RTGS as per bank details. 3. Packets wherein the logo/word mark of 'Assam Orthodox' has been used. 4. Copy of the renewed license issued by the Board (in case of Buyer, Broker, Warehouse Owner, Exporter)
Contact Details	Phone- 033-22371161, 033-22351411(Extn-262), 033-22351411(Extn-205) Email-iprteaboard@gmail.com