

**KOLKATA PORT TRUST
HALDIA DOCK COMPLEX**

**T. O. (Sh&CH) Divn.
Operational Building.**

NO: MTO/G/287/Pt.VIII/2173

December 15, 2011

CIRCULAR

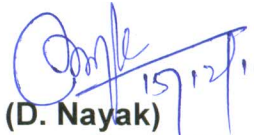
**Sub: Time of submission of application for storage of cargo inside the
port at HDC on license.**

It has been noticed recently that applications for fresh allotment of land on short term license for transit storage of cargo are being submitted by Port Users just prior to arrival of their ship or some times even after reporting of the vessel at Sandheads. Similarly, application for renewal of license is submitted just on the day prior to expiry of the license or on occasions even after the date of expiry. Moreover, in many instances, the applications are incomplete and/or not submitted in proper proforma.

It may be recalled that vide circular no. MTO/G/287/Pt.VIII/399 dated 10.03.2011, it was informed to all users that application for fresh allotment of plots on license must be submitted at least 7 days prior to arrival of vessel at Sandheads. Application for extension of license of plots, similarly, must be submitted at least 7 days before the date of expiry of license as per the terms & conditions of licensing.

It is once again communicated to all concerned that applications received late without having any valid ground or in incomplete/not in proper proforma will only delay in finalizing the allotment/renewal of land on license.

All concerned are accordingly requested to abide by the above timeframe to facilitate providing a better service by HDC, KoPT.


(D. Nayak)
Manager (Sh & CH)

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