

CRITERIA FOR REGISTRATION OR RENEWAL OF REGISTRATION AS PACKER OF TOBACCO FOR 2020

1. E-filing of applications is mandatory for obtaining registration/renewal of registration as Packer of Tobacco for the calendar year 2020. The manual applications will not be entertained.
2. Registration/Renewal of registration may be granted to the applications received within the stipulated time, if they are in order and fulfill conditions of registration as laid down in sub Rule7(a) and (b) of Rules 34-E,34-I and 36 of Tobacco Board Rules,1976.
3. The applicants seeking renewal of registration should have submitted the statutory returns as required under Tobacco Board Rules,1976 within the stipulated time
4. The applicants are required to submit the "Letter of Undertaking" in the prescribed proforma duly signed by the authorized person and upload the scanned copy through online system.
5. The applicants seeking registration/renewal of registration should not have violated any of the provisions of the Tobacco Board Act, Rules, Regulations, terms and conditions of certification of registration or renewal of registration granted by the Board, directions issued by the Board from time to time and stipulations laid down by the Board for discharging the various activities as prescribed under Section 8 of Tobacco Board Act, 1975.
6. The applicants (in case of proprietary concerns) shall submit a copy of Pan card of the proprietor as Identification proof.
7. The applicants required to submit the "GST Certificate" and upload the scanned copy through online system.
8. The applicants should submit hard copies of application form along with Demand Draft, Declaration form and self-certified copies of documents, as specified under each category of traders in online system.
9. Applications received with in stipulated time and beyond the prescribed due dates may be considered for grant / renewal of registration for the calendar year 2020 subject to payment of following fees for registration/renewal as Packer of Tobacco.

Applications received within stipulated time:

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| a) If the average annual turnover during the preceding three financial years exceeds Rs.10 lakhs— | Rs.1,000/- |
| b) Turnover upto Rs.10 lakhs— | Rs.500/- |

Late Applications:

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| a) For Fresh Applications received from 02.11.2019 to 31.12.2019 & for Renewal Applications received from 01.12.2019 to 31.12.2019— | Rs.2000/- |
| b) On or after 01.01.2020— | Rs.5000/- |

10. The applicants should upload the scanned documents as mentioned below, along with submission of application and payment of requisite fees:
 - a) Bank Certificate(As per Proforma) on bank letterhead
 - b) Letter of Undertaking on Company Letter head
 - c) Self -Certified Copy of PAN Card
 - d) Copy of Licence under State Directorate of Industries

- e) Copy of Licence under Inspector of Factories Act 1948
- f) Copy of Factory Licence for Redrying/ Threshing units
- g) Copy of Municipal/Corporation licence for the factory premises along with the details of latest tax paid
- h) Copy of GST certificate.
- i) The applicant should furnish the particulars of redrying/threshing plants owned or taken on lease, location and capacity of redrying/ threshing Plant.

11. All the applicants seeking registration as Packer of Tobacco shall undertake planting of trees during 2020 and submit the documentary evidence at the time of registration for 2021. Policy regarding green cover for grant of registration/renewal of registration for Packer of Tobacco is as follows:

- a) To plant and maintain 100 trees in their villages & any tobacco village of their choice every year.
- b) Two/three years old plants are to be planted on Tank Bunds /School/ beside village roads
- c) Documentary evidence with regard to planting and maintenance of trees shall be produced for grant of renewal of registration.

The following penalties shall be collected for non-furnishing of statutory returns in time by Packer of tobacco, while granting registration/renewal of registration for 2020.

- a) A penalty of Rs.500/- per month shall be levied, if the returns are submitted after 15th and before the end of the succeeding month.
- b) A penalty of Rs. 1000/- per month shall be levied, if the delay is beyond one month.
