





6. Whether the applicant has/ is willing to acquire or hire adequate gear for stevedoring and shore handling operations (List of gear with necessary certificate to be furnished).

YES  NO

Whether Certificates enclosed

YES  NO

7. The detail profiles of minimum six supervisory Personnel with two years of cargo handling experience.

(Refer Sr. No. 8 of Instructions to Applicant)

Name of Supervisory Personnel	Designation	No. of years' Experience

8. Whether the applicant has cleared all dues, if any, payable to the Port Trust. (Refer Sr. No. 13 of Instructions to Applicant)

YES  NO  Not Applicable

9. Whether the applicant has made the following:- (Refer Sr. No. 9&10 of Instructions to Applicant)

a) License Fee of Rs. 50,000/- YES  NO

JNPT Money Receipt No.

Date

b) Security Deposit of Rs. 5.00 lacs YES  NO

JNPT Money Receipt No. (Incuse of DD/Cheque)

Date

I affirm that the particulars given are true to the best of my knowledge and belief.

I agree to furnish any other information / produce any record for inspection as may be required to consider the request for grant of License.

I agree to abide by all the terms and conditions of License issued by Jawaharlal Nehru Port Trust and to comply with the directions made by the Jawaharlal Nehru Port Trust, from time to time, if the License is issued/renewed.

Place

Date

**Seal and Signature of Applicant**

## INSTRUCTIONS TO APPLICANT

- 1) All the details in the application form may be filled in BLOCK LETTERS only.
- 2) Please ✓ wherever applicable.
- 3) Proprietorship Affidavit duly Notarized may be enclosed in case of Applicant being an Individual.
- 4) In case of a Partnership Firm, notarized copy of Deed of Partnership and in case of Company notarized copy of Memorandum of Association and Articles of Association may be furnished.
- 5) Self-attested photo ID proof and Copy of Self-attested Valid passport/ Original Police NOC/ may be furnished as under:-

a.	In case of Individual - Proprietor
b.	In case of Partnership Firm - All Partners
c.	In case of Company - All Directors

- 6) Any of the following self attested documents supporting the Address of the Company/ Partnership firm/Proprietary firm:-
  - a) Light Bill in the name of the firm
  - b) Telephone Bill in the name of the firm
  - c) Municipality Certificate
  - d) Bank Statement duly attested by the Branch Manager of the Bank
  - e) Pass Port / Driving License / Voter ID/Adhar Card of the Proprietor in case of an Individual Firm.
- 7) Copy of Income Tax Returns and Balance sheet certified by a Chartered Accountant for last 3 completed years should be furnished against Sr.No.5.
- 8) Original Police NOC/ Self attested copy of valid passport, Photo ID & Address Proof in respect of Supervisory Personnel to be enclosed along with the application form.
- 9) In respect of Sr. No. 9, original money receipt in respect of payment of License Fee and Security Deposit to be enclosed. The payment can be made by either in the form of Demand Draft, drawn on any nationalised bank or through RTGC/NEFT mode
- 10) Demand Draft should be drawn in favour "Jawaharlal Nehru Port Trust" payable at Mumbai. The demand draft shall be subject to realization.
- 11) All the pages of the Application Form shall be stamped and signed by the Authorized

Signatory as under:-

a. In case of Individual	Proprietor
b. In case of Partnership Firm	All Partners
c. In case of Company	MD / Director / Authorized Signatory

- 12) An undertaking in the format enclosed on non-judicial stamp paper of Rs. 100/- duly signed and notarized and witnessed shall be enclosed with the application.
- 13) The applicant has to produce "No Dues Certificate" from Finance Department of JNPT. Not applicable in case, where the applicant is dealing with Jawaharlal Nehru Port Trust for the first time.
- 14) The applicant has to produce gear equipment with necessary annealing and test certificates, for inspection periodically or whenever demanded by the Inspector, Dock Safety or the Safety Section, JNPT/ Chief Manager (Traffic), JNPT.
- 15) The applicant has to communicate the change in name, constitution. The format of undertaking is enclosed.
- 16) Jawaharlal Nehru Port Trust reserves the right to reject any application without assigning any reason(s) whatsoever.
- 17) Incomplete application / application not supported by all the requisite documents /fees / deposits are liable to be rejected.
- 18) The fee for prescribed Application Form is Rs. 500/- (non-refundable).
- 19) The vessel owners, vessel operators, steamer agents & importers and exporters would also be eligible for grant of license. The grant of stevedoring license shall be strictly as per Jawaharlal Nehru Port Trust, Stevedoring and shore handling policy 2016.

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