

CIRCULAR

It has been noticed that there are many I-cards received in CB Section for renewing the validity from the employees of Shipping Agents. On going through the I-cards, it has been observed that many cards are in pathetic condition & not legible as they have been issued long back i.e. in the year 2006/2007. Hence, all the employees of the Shipping Agents, who are possessing such I-cards, are hereby directed to submit an application for issuance of fresh I-cards in the prescribed format attached with this circular.

2. While submitting the applications, the following documents should accompany the application without fail:

1. Shipping Agents should submit all the applications in respect of their employees in one lot;
2. I-card in the prescribed format duly filled and signed;
3. Two passport size photographs of the applicant; and
4. Copy of Standing Guarantee (SG) showing the validity of SG.

3. The applications should reach the CB Section not later than 29.02.2016. On scrutiny of the applications, I-Cards will be issued for one year or till the validity of the SG whichever is earlier.

4. For any query, CB Section may be contacted.

This issues with the approval of Additional Commissioner (CB).

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15/2/16

(Ram Narain)

Deputy Commissioner (CB)
Custom House, Kandla

F.No.S/7-10/CB/2016

Kandla, dated 15.02.2016

Copy to:

1. Notice Board.
2. Shipping Agents Association, Kandla.
3. EDI Section for uploading the same in Comm'te's website.

**IDENTITY CARD CUM ENTRY PASS – KANDLA COMMISSIONERATE
(FOR SHIPPING AGENTS ONLY)**

Card No:

Name :

Designation :

Name of the Company :

Valid till :

This card has been issued to the Card Holder for the purpose of Entry Pass only to carry out Agency Work relating to the vessels handled by the aforesaid Company within the jurisdiction of Kandla Commissionerate.



Signature of the Authorised
Signatory of the Company

Signature of the
Card Holder

Deputy/Assistant
Commissioner
Custom House, Kandla