

To,
Shipping Agents,
APSEZL Mundra.

Subject: Annual Fees for Agency Registration at Mundra Port

Dear Sirs,

As we strive to make our port operations seamless for our preferred partners, Registration fee is introduced to provide better & efficient services to our new and existing partners as per below:

Benefits of Agency Registration:

- No fixed deposit for Agency registration.
- Strong association with trustworthy reputation.
- Ease of Doing Business with complete transparency.
- Collaborated Tie-ups in all kinds of exigencies.
- Agency member can be part of Mundra Port shipping agent associations.
- All the issues related to Port can be routed through associations and proper channel.
- Smooth handling of all the vessels calling at Mundra Port.

Fee for Existing Registered Agency:

1. All Registered Agencies to deposit INR 5,000 plus GST as Agency Registration Fee with immediate effect.
No extra documents to be furnished while depositing registration fee. Fee Receipts will be furnished by Port. Last Date for Fee Submission will be 15th Nov'20. Post 15th Nov'20, late renewal fee (INR 6,000 plus GST) will be accepted till 15th Dec'20. Party codes deferring payments post 15th Dec'20 will be considered expired and new registration process to be initiated. Renewal Charges for subsequent FY follows as per table.
2. Auto reminder mail will be sent by 1st April every year for renewal of agency registration and renewal fees to be paid by 30th of April every FY. Post 30th April, late renewal fee will be accepted till 15th May. Party codes deferring payments post 15th May will be considered expired and new registration process to be initiated.

S.No.	Procedure	Amount Payable	Valid From	Valid up To
1	Registration	INR 5,000 plus GST	With Immediate Effect	31 st Mar'21
2	Renewal (Per year)	INR 10,000 plus GST	01 st Apr of FY	31 st Mar of FY
3	Late Renewal (Per year)	INR 15,000 plus GST	Date of Payment	31 st Mar of FY

Fee for New Agency Registration:

1. Agencies to deposit INR 15,000 plus GST as Agency Registration fee along with complete documentation. This fee will be applicable with immediate effect. Fee Receipts will be furnished by Port.
2. Fast service registration requests (within 2 weeks prior to vessel ETA) will be entertained subject to complete documentation and payment of INR 20,000 plus GST.

S.No.	Procedure	Amount Payable	Valid From	Valid up To
1	New Agency Registration	INR 15,000 plus GST	Any Date	31 st Mar of FY
2	Renewal (Per year)	INR 10,000 plus GST	01 st Apr of FY	31 st Mar of FY
3	Fast Service Registration (within 2 weeks Prior to vessel ETA)	INR 20,000 plus GST	Any Date	31 st Mar of FY

For Adani Ports and SEZ Ltd.



Capt. Anubhav Jain
HOD - Marine Services
Cc: CEO desk