

FORMAT - A

Letterhead of Importer/Exporter

To:

Date:

The Traffic Manager
Mumbai Port Authority

Sir,

Sub: Business Enhancement Scheme (BES)
- A) Incremental Scheme for Cargo

Ref: MbPA Circular No. _____

With reference to above, we request you to please approve our claim for the discount in wharfage amount of Rs. _____ for the incremental quantity of tonnage of cargo _____ MT handled during the scheme period from 15th January 2026 to 31st March 2026.

Details of Tonnage handled are as under:

01. Tonnage handled during the period from 01st Apr. 2025 to 31st Dec. 2025

Sr. No.	Name of vessel	Cargo Details	Import Export	IGM/Item No.	SB No.	Tonnage (MT)

Total Import tonnage = _____ MT Import Wharfage Paid = Rs. _____
Total Export tonnage = _____ MT Export Wharfage Paid = Rs. _____

02. Tonnage handled during the period from 15th January 2026 to 31st March 2026

Sr. No.	Name of vessel	Cargo Details	Import Export	IGM/Item No.	SB No.	Tonnage (MT)

Total Import tonnage = _____ MT Import Wharfage Paid = Rs. _____
Total Export tonnage = _____ MT Export Wharfage Paid = Rs. _____

03. Incremental tonnage handled during 15th January 2026 to 31st March 2026

i)	Total Tonnage Handled for FY 2025-26	
ii)	Average Baseline tonnage	
iii)	Incremental Tonnage	(i) – (ii)
iv)	Total Wharfage recovered	
v)	Average Wharfage per tonne	$\frac{\text{Total Wharfage recovered (iv)}}{\text{Total Tonnage Handled (i)}}$
vi)	Percentage incremental Tonnage	$\frac{\text{Incremental Tonnage} \times 100}{\text{Average Baseline Tonnage (ii)}}$
vii)	Discount Amount	Incremental Tonnage (iii) x Corresponding Rate x Average Wharfage per tonne (v)

We are submitting MbPA Deposit Account/Bank details to facilitate transfer of discount claim of Rs. _____

Name of Company :
 PCS Agency No. :
 PD Account number/Bank Details :

We hereby accept that the scheme shall apply on the principal amount exclusive of GST amount and certify that details submitted above are correct. In case of wrong submission of the details, we shall be liable for any action, as decided by Mumbai Port Authority, including rejection of claim. We acknowledge that Mumbai Port Authority reserves the right to accept / reject application without assigning any reason.

Yours faithfully,

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