PERMIT/F/001

REQUEST FOR NEW/RENEWAL OF REGISTRATION
(ON COMPANY'S LETTER HEAD)

DATE:

Asstt. Manager, Permits
Mumbai Port Authority

Sir,

Sub : Request for New/Renewal of Registration with MbPA for issuance of Dock Entry Permits.

We request to kindly register us/ renew our registration for a period of _____years. Following information is furnished for your perusal.

1. Name of the firm :
   Office Address :
   Telephone No. :

2. Registration No. :
   (In case of renewal)

3. Name and specimen signature of authorized signatory.

   1)_____
   Signature

   2)_____

   Signature

We hereby declare that information furnished above is true. Further, we hereby undertake that we are fully responsible for ensuring good conduct of our employees inside the port premises. We agree that in the event of misuse of Dock Entry Permits in whatsoever manner the Mumbai Port Authority administration shall take action as deemed fit including cancellation of our registration summarily.

We also confirm that, we shall perform our bonafide existing business in the port and possess all relevant documents related to our firm.

Thanking you.

Yours faithfully,

Signature, Name and Designation of Authorized Signatory

PERMIT/F/002

MUMBAI PORT AUTHORITY

Application form. for New/Renewal of Registration with MbPA for issuance of Dock Entry Permits.

(To be submitted in Triplicate (Duplicate for renewal of Registration)
(The Administration reserves the right to refuse New/Renewal of registration or cancel the registration without assigning any reasons thereof.)

1. Name of the firm :
   Office address

   Tel No.
2. Nature of business and date of its incorporation. :
3. Name of Proprietor/ Partners/ Directors and their full residential addresses/Tel Nos. : I

   II

   III

   IV

   V

4. Whether the firm was. earlier registered with Traffic Department, MbPA, if so previous Registration No. :

5. If the firm is a Custom Broker, the Reg. No. with validity period of Custom's license. :
6. PAN/TAN : :

7. GSTIN :

8. Whether any of the present Proprietor/Partners/ Directors of the firm/ company was also the Proprietor/Partners/ Directors of any other firm/ company which was earlier dissolved or liquidated & if so, whether any Mb.P.A. dues are outstanding against that firm/company. :

9. Names of authorized Signatories & their Specimen Signatures along with the Photographs :

Names 1) _____

_____

2) _____

PHOTO	PHOTO

Specimen Signatures

1) _____

2) _____

:

10 Attestation of Signatures by the authorized signatories of recommending firms /companies currently registered with Traffic Department, MbPA with their Reg. No.

I/We hereby declare that the information furnished above is true.

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11 Name and Signature of the Partner/Proprietor/Director :

For Office Use Only

Date of receipt of application :

Ref. Register no & Page no. :

Date of Registration :

Registration Clerk
(Permit Section)

Asstt. Traffic Manager
Permits

PERMIT/F/003

UNDERTAKING
(ON COMPANY'S LETTERHEAD)

Sr. Asstt. Traffic Manager, Permit
Mumbai Port Authority.

We hereby undertake that the levy of charges for services shall not be exceeding the rates approved by Competent Authority from time to time as per the provision of Major Port Authorities Act 2021 and regulations framed thereunder.

We undertake that we are fully responsible for ensuring good conduct of our employees inside the port premises. We agree that in the event of misuse of Dock Entry Permit in whatsoever manner Mumbai Port Authority administration shall take action as deemed fit including cancellation of our registration summarily.

We also confirm that we shall perform our bonafide existing business in the port and possess all relevant documents related to our firm/company.

We undertake that in case of any violation, the registration will be liable for cancellation and we will be held responsible for the cost and consequences.

We undertake that our employees/workers who enters Dock and Outlying Area are having PF/ESIC or e-Shram registration as per guidelines provided on e-Shram Portal, failing which Mumbai Port Authority administration shall take action as deemed fit including cancellation of our registration summarily.

We further confirm that we have read and understood the Blacklisting Policy of Traffic Department, MbPA displayed on the Port's website and we agree to abide by the same.

We undertake that our Management and employee / DEP holders shall comply to all applicable laws, rules, regulations framed by the authorities and SOPs / Guidelines / Circulars / advisory issued by the MbPA from time to time related to Safety, Health and Welfare for working in Port Premises and to take all necessary measures/precautions to ensure and protect Safety and Health of all persons employed directly or through Agents / Contractors or Sub-Contractor or labours engaged on the works; failing which Mumbai Port Authority administration shall take action as deemed fit including cancellation of our registration summarily.

We also undertake to return the Dock Entry Permits of our employees who will leave/retire/expire/be removed from our firm/company.

Name and Signature of Authorised Signatory

PERMIT/F/004

RECOMMENDATION LETTER

ON THE LETTER HEAD OF THE RECOMMENDATORY PORT USER

Asstt. Manager, Permits,
Mumbai Port Authority.

Sir,

Sub : Recommendation for New/Renewal of Registration

Ref : Our MbPA Registration No. _____

We, _____ are registered in Mumbai Port Authority as _____. We are familiar with the below mentioned firm for _____ years and have provided services to them / availed services from them.

M/s. _____

_____

_____

_____

We hereby recommend them for new / renewal of registration in Mumbai Port Authority as _____.

Thanking you.

Yours faithfully,

For _____

Name and Signature of the Authorized Signatory

PERMIT/F/006

LETTER TO YELLOW GATE POLICE STATION

From:
Asstt. Manager, Permits.
Mumbai Port Authority.

To,
The Sr. Inspector of Police
Yellow Gate Police Station.

Sir,

Sub: Request for Registration and
issue of Smart Card

******

M/s _____ _____ have made an application to this office requesting for Registration with MbPA for issuance of Dock Entry Permits.

A set of said application is forwarded with a request to verify antecedents of the firm/individuals referred therein and to issue NOC, if nothing adverse is observed.

DA: As above

Yours faithfully,

ASSTT. MANAGER
PERMITS

c.c. to Sr./Dy. Traffic Manager, Operation-Docks/C.A./ C.F.S./O.S.C./Bdrs.
c.c. to Cash Supervisor/Bills Supervisor, Docks.

- for information & with a request to intimate, if any dues are outstanding against the port user mentioned herein above within a period of 15 days from receipt hereof.

New/Renewal

MUMBAI PORT AUTHORITY

Ref. No. - of 20 - 20 Date: Time:

REGISTRATION SLIP FOR ISSUANCE OF DOCK ENTRY PERMIT

COMPANY NAME :
CATEGORY :
PERMIT QUOTA : Smart Card MONTHLY

REGISTRATION ID :

Validity Date :

R.I. NO./ DATE :

CHAPPA NO. :

SEAL

For Traffic Manager

Note: Registration is granted /renewed subject to following conditions: -

1. This administration reserves the right to issue or cancel the Registration without assigning any reasons.
2. In the event of misuse of Dock Entry Permit, Registration is liable for cancellation.
3. Registration not renewed within 9 months from Validity date, shall be treated as CANCELLED.