

**PROCEDURE TO AVAIL OCTROI EXEMPTION FOR  
CLEAN INDIA PULIRE 2016 DATED 21<sup>st</sup> TO 23<sup>rd</sup> JANUARY 2016  
BOMBAY EXHIBITION CENTRE, GOREGAON (E), MUMBAI**

The organizer has obtained octroi exemption under R form facility for the subject event. However the facility will be extended to those exhibitors who have submitted original declaration of goods being sent into Mumbai City limits for the event. The formalities have to be completed for availing this Octroi exemption as detailed below.

- A) Exhibitors eligible for this facility has to deposit a refundable amount of **Rs. 10,000/- (Rupees Ten Thousand Only)** by Demand Draft in Favor of **Municipal Corporation of Greater Mumbai on A/C of Company name**
- B) In addition to the above every exhibitor will have to submit a cheque at the octroi check post equivalent to the octroi amount i.e. 5.5% on invoice value as security deposit in favor of **M/S Siddhartha Logistics Co. Pvt. Ltd.**, which will be returned to the exhibitor after the closure of the exhibition on completion of R form at the time of exit from Mumbai at check post.

**IMPORTANT:** Exhibitors are requested to approach our authorized agents (As Detail Below) for refund of deposit amount of Rs. 10,000/- after 6 months from closure of the exhibition as per BMC norms. BMC will further process the refund which could take another six months or so, to issue payment to individual exhibitor.

**PROCEDURE & REQUIREMENT FOR R FORM FORMALITIES AT CHECK POST.**

- 1) "R" Form in (3) three copies in ORIGINAL per truck. (To Be Obtained at Check Post)
- 2) Company Rubber stamp (Name with registered office Address)
- 3) Exhibitors Participation letter 3 photo copies (**True Copy**).
- 4) Invoice and Challan indicating the value of Consignment. If the consignment is loaded in more than one truck, kindly mentioned all the truck no's.
- 5) **Registration Fees Rs. 100/- Per "R" form (In CASH)**
- 6) Octroi clearance service charges Rs. 2,500/- (Rupees Two Thousand Two Hundred Only) (Inclusive of Inward & Outward movement) per R Form per Truck shall be payable to M/S. Indian Octroi Service by cheque payable at **PAR** or cash.
- 7) Service charges for refund of deposit amount would be 10% of Deposit refund payable to the Authorized Agent.
- 8) If the consignment per invoice/challan is loaded on more than one truck, all the vehicle should report to the check post together to facilitate clearance under one R Form.
- 9) Security deposit cheque equivalent to the octroi amount i.e. 5.5% on invoice value to be given to respective agent. **Please note that without this cheque the procedure will not be carried ahead.**

PLEASE SEND THE ABOVE MENTIONED DOCUMENTS / DEMAND DRAFT / CLEARANCE CHARGES IN CASH / CHEQUE FOR SECURITY DEPOSIT EQUIVALENT TO OCTROI AMOUNT ALONG WITH THE VEHICLE.

**IN ABSENCE OF ANY OF THE ABOVE, THE VEHICLE / EXHIBITS WILL NOT BE ENTERTAINED FOR OCTROI CLEARANCE AT RESPECTED OCTROI CHECK POSTS.**

You are requested to adhere to the above instruction to avoid delay and inconvenience.

**Please find below the details of respective octroi check posts to be used for clearance:**

**"PLEASE DO NOT USE MULUND CHECK POST ON L.B.S. MARG"**

<b>Indian Octroi Service (Dahisar)</b>	<b>Jay Yogeshwar Octroi Service (Thane)</b>	<b>Jay Yogeshwar Octroi Service (BPH)</b>
Shop No.-1, Tare Compaund, Near Samudra Hotel, Opp. Dahisar Check Naka, Mumbai - 400 068. Tel.: 022-2848 5327. Mob. <b>Munafbhai</b> - 09324 245022 / <b>Ravi</b> – 09004630327 / <b>Imran</b> - 08898651879	Shop No.-4, Nayan CHS., Near Bal Niketan School, Eastern Express Highway, Check Naka, Thane - 400 602. Tel: 022 25329652 Mob: 9022532146 <b>Mr. Kumar / Mr. Praveen / Prasanna</b>	Cabin No.-26, Mumbai Panvel Highway, Near Jhunka Bhakar Kendra, BPH Highway Naka, Mankhurd, Mumbai 400 088 Mob: 9324678172 <b>Mr. Prashant / Mr. Deepak Mr. Ram</b>

**Should you have any query or require any further information, you may contact personal mentioned below:**

**M/s Siddhartha Logistics Co. Ltd., Mumbai.**  
**Mr. Nilesh Pandya – 9619867923**  
**Mr. Nanhe Mishra - 9930260118**  
**Mr. Chetan Mehta-9930260158**  
**Tel. No. 022 -67300400/408**

**PROCEDURE FOR REFUND OF TEMPORARY DEPOSIT UNDER 'R' FORM**

- 1) The 'R' form opened at the time of entering in to Mumbai city limits should be duly closed while taking the material out of the city limits without fail. If the 'R' form is not closed then the claim can not be submitted / processed with the MCGM & also the exhibitor can be held liable by MCGM to pay the full octroi amount applicable as per the invoice value.
- 2) The exhibitor should submit the MCGM attested complete / closed 'R' form copy along with the Exit gate pass, Lorry receipt, Invoice copy & Bank details to the respective agent within period of 15 days from the closure of the exhibition for submission of claim to MCGM for processing refund of temporary deposit amount.
- 3) The exhibitor is requested to keep a set of documents with them for any future reference / query / clarification in respect of their claim process.
- 4) Any exhibitor failing to follow the above process may get the claim delayed / rejected by MCGM over the period of time in lieu of absence of documents / details.