

COLOMBO TEA TRADERS' ASSOCIATION

C/o. THE CEYLON CHAMBER OF COMMERCE, P.O.Box 274, No. 50, NAVAM MAWATHA, COLOMBO 02.

Telephone: 5588849; Facsimile: 2449352; [E-Mail ; hemaratne@chamber.lk](mailto:hemaratne@chamber.lk),

CIRCULAR NO. 01 OF 2020

January 13, 2020

Circular to Buyers operating at the Colombo Tea Auction

ALLOCATION OF TEA SAMPLES – 2020/2021

The Tea Samples Sub-Committee will be reviewing categorizations for the allocation of Tea Samples to Buyers for the 12 months' period from April 2020 to March 2021, shortly.

In order to determine the category for which you qualify and on which samples will be issued to you in the ensuing 12-months period, you are requested to submit to the Secretariat, on the annexed declaration Form, particulars on the volumes purchased by you at the Auctions during the period **January to December 2019**. Please note that, in doing so, the quantities, expressed in kilograms, of Ex-estate teas and Main Sale teas should be declared separately, in the prescribed Format. **The Form, duly perfected, should be returned to the Secretariat by February 15, 2020 at the latest.**

In the case of certification by the Brokers, a separate letter bearing their authentication against the purchases made through each of them should accompany the declaration Form.

Members who failed to submit their declarations to the Secretariat by the above date, will not be allocated Tea Samples for the period April 2020 to March 2021.



**Secretariat
Colombo Tea Traders' Association**

Encl:

ALLOCATION OF TEA SAMPLES – 2020/2021

Name of Company -

Address -

Facsimile Number -

E-mail address -

TOTAL QUANTITY PURCHASED FROM JANUARY TO DECEMBER 2019

(a) Ex-estate	
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(b) Main Sale	
1. High & Medium	
2. Low Grown (Leafy & Small Leaf)	
3. Off Grades	
4. BOP 1A	
5. Dust	
6. Premium Flowery	
Total	

The above statement must be certified by a Registered Auditor OR the respective Brokers through whom the purchases were made. In the event of the latter, a separate letter must be submitted, indicating the quantities purchased through each Broker, duly authenticated by them.

Sample allocation for the period April 2018 to March 2019.....

We certify that the above particulars are true and correct.

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Name & Signature of an authorized officer
of the Company over the Company
Rubber Stamp.

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Certification of a Registered Auditor

Date: -.....