

# COLOMBO TEA TRADERS' ASSOCIATION

THE OFFICE OF THE CTTA, No. 50, NAVAM MAWATHA, COLOMBO 02.

Telephone: 011 5588848, 5588849; E-mail ; [info@ctta.lk](mailto:info@ctta.lk)

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## Notification to the Trade

### e-Auction Company and User Renewals 2024

We refer to our Circular CTTA/34 of 20<sup>th</sup> December 2023.

We are pleased to inform you that the Digital, Company & User Registration Renewals for the year 2024 is now open.

Annexed are the following;

1. Instructions page
2. User Manual
3. YouTube video tutorials

As per the 2023 registrations, access will be granted to the following users (roles) to renew company and user registrations for 2024.

Buyer	Seller	Broker
Buyer Authorizer	Seller Admin	Broker Authorizer
Buyer Admin		Broker Admin

In the event, you need to grant access to person/s in place of users declared in the 2023 registrations under the above roles, please communicate with the Office of the CTTA with nomination/s, so that action could be taken to grant such nominees the access.

Please note that the renewal of registrations for the year 2024, needs to be completed on the e-Auction platform, on or before 31<sup>st</sup> March 2024.

**OFFICE OF THE CTTA**  
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