

# COLOMBO TEA TRADERS' ASSOCIATION

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## Notification to the Trade

### e-Auction Company and User Renewals 2025

We are pleased to inform you that the online, Company & User Registration Renewals for the year 2025 is now open.

Annexed are the following;

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

As per the 2024 registrations, access will be granted to the following users (roles) to renew company and user registrations for 2025.

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

In the event you need to change current Buyer, Seller, Broker admin roles, please communicate with the Office of the CTTA with nomination/s, so that action could be taken to grant such nominees access.

Please note that the renewal of registrations for the year 2025, needs to be completed on the e-Auction platform, **on or before 14th February 2025.**

**OFFICE OF THE CTTA**  
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