

BANGLADESH JUTE MILLS CORPORATION
ADAMJEE COURT, MOTIJHEEL C/A, DHAKA

24.04.0000.411.01.002.16- 172

Dated: 13/07/2016

M/s.

Fax :

E-mail :

Sub: Enlistment / renewal of enlistment with BJMC
as local buyer/exporter for export of jute goods.

Dear Sir(s)/Madam(s),

Please be informed that validity of enlistment of your company/firm with BJMC as an exporter (as local buyer) for export of jute goods will expired on 30th June, 2016.

02. For renewal of enlistment for the year 2016-2017, you are requested to fill up the 'Prescribed Form' (Application Form for Enlistment with BJMC as a Local Buyer of jute goods) along with the following documents with a forwarding letter in your letter head pad within 30th Sep, 2016.

Documents required for enlistment/renewal of enlistment

1. Prescribed Form of BJMC duly filled in scaled and signed by the proprietor/MD.
2. Attested copy of jute goods exporters' license (original to be shown).
3. Attested copy of Trade license (original to be shown).
4. Attested copy of Exporter's Registration Certificate (E.R.C.) (original to be shown).
5. Attested copy of Income Tax Certificate (original to be shown).
6. Bank Solvency Certificate. (Original Copy)
7. Bank Guarantee for Tk.2.00 (Two) lack (As per BJMC's Format) with minimum extension of validity up to 31st Dec, 2017.
8. Attested copy of Bangladesh Jute Goods Association (BJGA) membership Certificate (original to be shown).
9. Enlistment fee of Tk. 3,000.00(Three thousand) shall have to be deposited to BJMC's Cash Section.
10. The receipt copy of your application and attested copy of the Chalan which submitted to Jute Director for renewal of Jute License within 31st July, 2016 (Only for renewal of enlistment buyer)

Fees for the renewal of enlistment

i)	Within	30 th September '16	Tk.	3,000.00
ii)	Within	15 th October '16	Tk.	3,500.00
iii)	Within	15 th November '16	Tk.	4,500.00
iv)	Within	15 th December '16	Tk.	5,500.00
v)	Within	31 st January '17	Tk.	7,000.00
vi)	Within the month of February	'17	Tk.	8,000.00
vii)	Within the month of March	'17	Tk.	9,000.00
viii)	Within the month of April	'17	Tk.	10,000.00
ix)	Within the month of May	'17	Tk.	11,000.00
x)	Within the month of June	'17	Tk.	12,000.00

Thanks for extending co-operation to BJMC for promoting exporting of the jute goods all over the world.

Thanking,

Yours faithfully


(SK RAHMATULLAH)

Dy.General Manager(Marketing)
(SK. RAHMATULLAH)
Dy. General Manager (Marketing)
Bangladesh Jute Mills Corporation