



Government of India
Ministry of Textiles
OFFICE OF THE JUTE COMMISSIONER
CGO Complex, 3rd MSO Building, E & F Wings, DF BLOCK,
4th Floor, Sector-I, Salt Lake City, Kolkata – 700064

No. Jute (Mktg)/106/ 2018

Dated: 24-12-2018

To
(All traders/dealers/agencies of raw jute)

Sub: Submission of fortnightly returns.

Sir,

With a view to monitor the raw jute position, you are directed under clause 9 of the Jute and Jute Textiles Control Order, 2016 to submit fortnightly return in the attached form (**Annexure- I**) in respect of stocks, deliveries, etc of raw jute positively every alternate Monday by fax on Numbers 033-23376972/73 and 23376974 or by speed/registered post or by email (jcoffice@jutecomm.gov.in).

Yours faithfully,

(Moly Chandan Chakraborty)
Jute Commissioner

Annexure - I

Quantity : In Quintal

Return for reporting details of purchase, sale and stock of raw jute for the fortnight ending.....					
Sl.No.	Particulars	Quantity (In: Quintal)	Grades	From	To
1.	Opening Stock				
2.	Purchases				
3.	Sales				
4.	Closing Stock				

I/We solemnly declare that the above statement is true and correct to the best of my / our knowledge and belief.

Signature

Name in Block Letters

Designation

Name of the dealer/trader/agency and Address
.....

Registration No. allotted by JC office