



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

No. Jute (Mktg)/106/ 2018

Dated: 29-11-2019

**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,**

  
29/11/2019  
(Moloy 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 .....**

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