



# KOLKATA PORT TRUST

## কোলকাতা পত্তন ন্যাস FINANCE DEPARTMENT

No. Fin/ /B

CIRCULAR  
All concerned

February 20, 2017

**Subject: Trade Circular for Opening of Deposit Account for  
Marine Related Activities.**

In view of the requests received from various port users, shipping lines and vessel agents, it has been decided by Kolkata Dock System (KDS) of Kolkata Port Trust that w.e.f. 1<sup>st</sup> March 2017 all Marine Related Charges will only be processed through a Deposit Account to be maintained by the vessel owners and/or agents with the Office of Superintendent of Collection.

As such, all vessel owners and/or agents working at KDS are hereby advised to open Deposit Account at the earliest. The salient features of the Scheme of operation of Deposit Account are enumerated below:

1. A Security Deposit of Rs. 2 lakh is required to be maintained with KDS. The said amount may be deposited by way of Bank Draft/ Online Transfer through PCS/ED/ in KoPT's designated banks.
2. No interest shall accrue on the said Security Deposit.
3. A Revolving Account with zero balance will be opened against every Deposit Account holder/vessel owner/agents on submission of duly filled up Customer Registration Form along with the prescribed documents thereto. Customer Registration Form is available in the Official website for free download and also in the Office of the Superintendent of Collection.
4. The vessel owner/agent shall initially make sufficient Adhoc deposit in the Revolving Account to enable timely issue of "No Demand Certificate" for vessels plying out of KDS.
5. The charges for individual services as rendered or anticipated to be rendered will be blocked in the Revolving Account from time to time out of the Adhoc deposit so made. Upon finalization of Marine Bill, excess amount so blocked shall be reverted to the Revolving Account which will be freely available for subsequent use by the owner/agent.
6. In the event the Adhoc deposit made and/or amount blocked does not adequately cover the assessment value, the vessel owner/agent

shall further deposit sufficient fund prior to obtaining of “No Demand Certificate” for vessels plying out of KDS.

7. If at the time of raising the final Marine Bill it is found that the amount blocked is insufficient, in that event, the account holder /vessel owner/agent shall make over the deficit immediately or if fund is available in the Revolving Account, the same shall be adjusted accordingly as the case may be.
8. All refund claims will be settled through credit of Revolving Account instead of payment by Bank as is now being done.
9. The vessel owner/agents are hereby requested to submit Customer Registration Form for receipt of Marine Bills on line and ascertaining the balance held by them in the Revolving Account.
10. For details and for any clarification in this regard, the Office of the Superintendent of Collection may kindly be contacted.

**(P. Lala)**  
**FA & CAO (I/C)**

Copy to Dy.Chairman (K) – for favour of kind information please.

Copy to DMD -- for information please.

Copy to TM -- for information please.

Copy to Jt. Dir(P&R) -- for information with a request to hoist the same in the official website of KoPT.

## **Schedule-1**

**The bank details through which e-payment can be made.**

Bank Name & Address:	<b>HDFC BANK LTD 2/6, SARAT BOSE ROAD CENTRAL PLAZA KOLKATA – 700 020 West Bengal</b>
Branch Name:	<b>CENTRAL PLAZA BRANCH</b>
Account No:	<b>00140350000695</b>
Account Type:	<b>Current</b>
IFSC Code:	<b>HDFC0000014</b>
PAN No of KoPT:	<b>AAAJK0361L</b>
Service Tax No of KoPT:	<b>AAAJK0361LST002</b>