

**GOVERNMENT OF ANDHRA PRADESH  
PORT DEPARTMENT**

Off: Director of Ports, P.B.No.11, Port Administrative Building, Beach Road,  
Kakinada – 533 007.

Tel: 0884-2363825 Fax: 0884-2367055 e-mail: dp\_kkd@yahoo.com

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**Application for Allotment of Port Land on Licence / Long Lease**

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I/We hereby apply for registering my/our requirements of land at Kakinada Port

I/We hereby furnish the necessary information in respect of my/our company and the project we propose to Newly set up/Re-locate (shifting)/Expand/Diversify hereinafter

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**For Official Use by Port**

Serial Number

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Date

Date		Month		Year			

Details of Bank Draft submitted along with the application

Amount Rs.

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Draft No.

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Draft Date

Date		Month		Year			

Drawn on

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(Name of the Bank)

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Payable at

### I. Applicant Company/ Firm Information

1.1 Name of the Concern	
1.2 Address Registered Office : Door No: Street: Village/Town: Mandal: District: State: Pin code:  For Communication : Door No: Street: Village/Town: Mandal: District: State: Pin code:	
1.3 Telephone	
1.4 Fax	
1.5 E-mail	
1.6 Type of Organization [tick]	<input type="checkbox"/> Proprietary Concern <input type="checkbox"/> Partnership Firm <input type="checkbox"/> Private Ltd.Co.  <input type="checkbox"/> Public Ltd. Co. <input type="checkbox"/> Co-operative Society <input type="checkbox"/> LLP
	<u>Government</u> State <input type="checkbox"/> Central <input type="checkbox"/> Undertaking <input type="checkbox"/>

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1.7 Firm Registration Details	a) Year of establishment _____ b) Year of commencement of business _____ c) Registration No. _____ d) Registering Authority _____
1.8 Whether the Applicant (s) belongs to Reserved category please tick mark and enclose the necessary certificate (in case of Proprietary/ Partnership firm only)	SC ( )                      ST ( )  Ex-serviceman ( )  Technocrat ( )  Women ( )  For expansion of the existing Industry ( )  Resigned from service of PSU ( )
1.9 a) Whether the applicant in possession of premises in part or whole in his own sister, subsidiary or Associated concerns (Plot, shed, Shop, House etc.) in any of the areas of Port, if so please give the details of the same  b) Details of the dues payable to the Port on any account including water charges, property tax etc.,	i) Plot No. _____ ii) Shed Name of Industrial Area _____  iii) Shop  iv) House  v) Others  vi) Status  Allottee/(sub) lessee in Name and Style of  M/s. _____

## II. Promoter Information

### 2.1 Particulars of Key Promoter or Group Company

2.1.1	Name	
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2.2.2	Address	
2.2.3	<div>Phone</div> <div>Office :</div> <div>Residence :</div> <div>Mobile :</div>	
2.2.4	Email	
2.2.5	Professional Qualification & Experience	
2.2.6	Brief description of Bussiness of firm.	
2.2.7	Assets (Rs. in lakhs):	
2.2.8	Liabilities (Rs. in lakhs):	

2.2.9	Details of Immovable assets, land and building etc	
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2.2.10	Net worth (Please attach CA Certified Net worth Certificate with details of properties)	
2.2.11	PAN Number Please attach IT Returns (Last 3 years)	
2.2.12	Financial performance details for immediate last 3 years (in million Rs) (Statement of Balance sheet to be attached)	
2.2.13	Details of Experience of Company in Shipping Bussiness in Indian Ports/Foreigh Ports	

## 2.2 Particulars of Other Promoters

Sl.No.	Name	Address	Contact [Telephone Nos.]	Qualification	Experience	Networth (Rs. Crores)

[attach separate sheet (s) if necessary]

### III Details of Land required and Justification

Item		Details
3.1	Purpose for which land is required.	
3.2	Extent of land required and preferred Plot size.	
3.3	Whether cargo to be handled is hazardous or non-hazardous.	
3.4	Specific reasons for requirement of land within Port area & type of cargo likely to be handled.	
3.5	Have you prepared Project Feasibility Report (PFR) for facility to be put up on land required? If so please enclose copy of PFR.	
3.6	Give justification for land required for each sub-component for facility along with general layout plan for facility.	
3.7	How much will be the annual output in physical terms from the facility put up with full justification for the same.	
3.8	Time frame for commissioning of facility.	
3.9	How much cargo will be generated per annum from your facility.	

### 3.10 List of Plant & Machinery with the KWA required

Sl.No.	Plant & Machinery Description	Capacity (KWA)

### 3.11 Means of Finance

#### Equity from Promoters ( Rs. In Lakhs)

Domestic

Foreign

Total Equity

#### Debt:

#### Name

#### Amount

Financial Institutions

Others (Pl.specify)

#### Total Equity + Debt

### 3.12 Approvals (please fill the ones applicable)

a) Foreign Investment Promotion Board (FIPB)/  
Reserve Bank of India (RBI) Approval No.  Date

b) Indl. Entrepreneurs Memorandum No. (IEM)  Date

c) Export Orient Unit (EoU) Regn. No.  Date

d) Letter of Intent (LoI) No.  Date



Phase-III

Phase-I

Phase-II

3.13 Expected date of commencement of construction:

3.14 Expected date of trial operations

3.15 Expected date of commencement of commercial operations:

3.16 Employment

3.16.1 Direct Employment

	Phase-I	Phase-I I	Phase-I II
Skilled			
Unskilled			
Supervisory			
Managerial			
Total			

Male			
Female			

3.16.2 Indirect Employment

3.16.3 Maximum number of workers proposed to be employed in the factory/unit on any one day

3.16.4 Whether factory/unit will be having any high pressure reaction vessels ? If yes, number of such vessels may be indicated:

3.17 Energy Consumption (Power required for the project)

3.17.1 Energy Source (in KVA):

APTRANSCO Supply

Own Generation

DG Set

### 3.17.2 Energy Requirement

	Phase-I	Phase-I I	Phase-I II
Power Requirements from APTRANSCO (in KVA)			
Contracted maximum demand (in KVA)			
Required power supply line KV			
Voltage rating at which HT supply is required			
Load Factor			
Total			

### 3.17.3 Probable date of requirement of power supply

	Phase-I	Phase-II	Phase-III
Construction Phase Date	<input type="text"/>	<input type="text"/>	<input type="text"/>
Commercial Production Date	<input type="text"/>	<input type="text"/>	<input type="text"/>

## IV. Land & Utilities

### 4. 1 Requirement of land required for various facilities (Give break-up of total requirement)

(Area in Sq.Mtrs.)				
Sl.No	Facility	Phase-I	Phase-I I	Phase-I II
1	Plant & Factory Buildings			
2	Administrative Buildings			
3	Storage & Warehousing			
4	Road, Water storage, sub-station etc.			
5	Open Areas, Green belt etc.			
	Total			

## V. Water Requirement

5.1 Peak water requirement (KL per day)	Phase-I	Phase-I I	Phase-I II
Temporary (during construction)			

Permanent (commercial Production phase)			
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## VI. Details of Effluents

	Phase-I	Phase-I I	Phase-I II
Effluents Quantity (m <sup>3</sup> / day)			
Solid Waste (Kg / day)			
Disposal system proposed			
Total			
Brief description on types of effluents generated and treatment proposed			

I/We have read the conditions of allotment of Plots/ Sheds in the above industrial Area(s) / Industrial park(s) together with the Port Lands Allotment conditions. If we fail to comply with the conditions stipulated in the Provisional Allotment letter issued to me/us, the allotment remains cancelled automatically and the amount paid by me/us towards EMD remains forfeited by the Port Department without prejudice to all other rights of the Department.

I/We further state that the particulars given above are true and correct to my/our knowledge and belief and that no material facts have been concealed or withheld.

Place :

Date :

Signature(s) of applicant(s)  
with the name below in bracket  
(in Block Letters)

### List of Documents to be filed along with the Application

- 1) Detailed Project Report with process flow chart with justification of land requirement
- 2) Plant/Machinery layout with details of greenery / lawn to be maintained as per the APPCB norms, if any.
- 3) Entrepreneurs Memorandum Part I / Part II (SSI Registration)
- 4) DD / Pay Order drawn in favour of The Port Officer, Kakinada towards EMD & Process fee
- 5) Certified copy of Community / Caste certificate, if applicable
- 6) Certificate copy of address proof
- 7) Copy of PAN Card for Identify Proof
- 8) 2 Photographs of the Applicant(s)
- 9) Certified copy of Partnership Deed / Articles of Memorandum & Association of the company / Society Registration (as applicable)

10) Any other relevant documents