



GUIDELINES & INSTRUCTIONS

"Tea Mark" Certification

Applicant(s) shall apply to the Licensing Authority in the prescribed format through Board's online portal - <https://onlineapps.teaboard.gov.in>.

Applicant(s) are requested to go through the Guidelines/Instructions before submitting their application, complete in all respects, with all requisite documents/information.

Documents to be submitted for New & Renewal application:

1. Application form properly signed along with date and seal of the proprietor/partner/ Director/Authorised Signatory, as the case may be.
2. TMCOC Certificate
3. QR code card/s of applicant/ member Small Tea growers
4. GST Registration Certificate
5. FSSAI Registration Certificate

Application fees of Rs.1000/- (plus GST) for new & renewal of Tea Mark Certificate to be paid online through the portal <https://onlineapps.teaboard.gov.in>.

Documents to be submitted Batchwise permission:

1. Application form properly signed along with date and seal of the proprietor/partner/ Director/Authorised Signatory, as the case may be.

Application fees of Rs.5400/- (plus GST) for batchwise permission to be paid online through the portal <https://onlineapps.teaboard.gov.in>.