

**OFFICE OF THE COMMISSIONER OF CUSTOMS (EXPORT)**

**JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA,**

**TAL. URAN, DIST. RAIGADH, MAHARASHTRA 400 707.**

F.No.S/5-Gen-113/07 P & E JNCH

Date : 02.01.08

**PUBLIC NOTICE NO. 02 /2008**

**Sub : Submission of Replies/ documents reg.**

Attention of all Exporters, Custom House Agents (CHA) and members of the Trade is invited to the subject matter mentioned above.

2. It has been decided that in Export Commissionerate the Exporters/ CHAs should file reply to the queries other than those relating to submission of documents, directly through ICEGATE or EDI Service Centre. However, in cases where certain documents/certificates (which are mandatorily required under any notification/circular/order of CBEC or DGFT or any other Department), literature, catalogue, test report, exemption certificate, license, permit or other relevant documents which are required to be shown to the concerned assessing officer, the same should be shown/submitted between 11 A.M to 1 P. M and 3 P.M to 4 P. M (visiting hours).

3. Further, the CHAs/Exporters/Exporters representative can visit the ACs/DCs during the same visiting hours 11A.M to 1 P. M and 3 P.M to 4 P. M for any clarification or submission of documents/letter or for amendment of Shipping Bills.

4. The prescribed visiting hours are not applicable in cases where CHAs/Exporters/Importers/ Members of Trade are coming for meetings, Conference, Personal Hearing or on an invitation by the Department.

Sd/-  
**(K.L.GOYAL),**  
**COMMISSIONER OF CUSTOMS (EXPORT)**

To,  
i)Bombay Custom House Agents Association.  
ii)CMC Service Centre, JNCH, Nhava Sheva  
iii) Notice Board

Copy to:-

- i) Chief Commissioner of Customs, Zone-II
- ii) All Addl./ Jt. Commissioners (Export), JNCH
- iii) All ACs/DCs (Export), JNCH