

Ref:GJC/KP\_Circular/63/2015-16/ 00002

Date: March 31, 2016

**TO WHOM SO EVER IT MAY CONCERN**

It may be noted that every year one month grace period is given (From 1st April to 30<sup>th</sup> April ) to members for renewal of membership and during this period those who are members as on 31<sup>st</sup> March 2016 are considered as members for the Kimberley Process purpose and KP accordingly processing charges of Rs 500/- are collected from them.

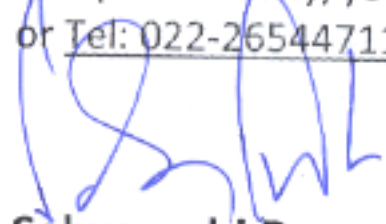
However, from 1<sup>st</sup> May 2016 onwards those who have not completed the process of membership renewal or have not deposited the membership fees in Bank on or before 30<sup>th</sup> April 2016 will be treated as Non-Members and the difference of the processing charges for all the transactions done during 1<sup>st</sup> April 2016 to 30<sup>th</sup> April 2016 or till date of application which ever is later, will be collected from them. The current KP processing fees for Non-members are Rs.1500/- plus 14.50% Service Tax.

It may be noted that the KP export/import applications will be kept on hold till such time the payment of difference in KP Fees is made OR the copy of challan towards membership fees is deposited in the Bank on or before 30<sup>th</sup> April 2016 is provided as a proof.

If the membership renewal fee is paid on or after 1st May 2016, the difference of the processing charges for all the KP transactions done during the period from 1st April 2016 till the date of payment of membership fees in Bank will be collected from the member.

Please take note of the above for necessary action and timely compliance for renewal of membership before 30<sup>th</sup> April, 2016 .

For queries if any, you may contact KP department of the Council by e-mail at [kp@gjepcindia.com](mailto:kp@gjepcindia.com) or Tel: 022-26544711/712/713/714

  
**Sabyasachi Ray**  
Executive Director

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(भारत सरकार वाणिज्य एवं उद्योग मंत्रालय द्वारा प्रायोजित)

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