



भारत सरकार/ GOVERNMENT OF INDIA,

सीपज़- सेज़प्राधिकरण/ SEEPZ SEZ AUTHORITY,

वणिज्य और उद्योग मंत्रालय, MINISTRY OF COMMERCE & INDUSTRY,

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Circular No. 03 Dated 11/08/2020

Sub: Procedure for Payment of Lease rent/BMC taxes/ service taxes for the year 2020-21 and thereafter- reg.

This is with reference to the Ministry's letter dt 31.10.95 stipulating certain norms for periodicity for payment of advance rent and the interest liability @ 12% to be levied on the Unitholders for non-payment.

Attention is invited to the MOC&I directions letter no. K-43014 (16)/5/2020-SEZ dt. 11.05.2020. However no further relaxation has been granted by Ministry.

As per the requests received from the trade for defining a methodology for payment of lease rent and Fire Cess as per the bills already uploaded on the website, the matter was taken in the Authority meeting held on 07.08.2020. The Authority approved the methodology for the procedure of payment of lease rent as under-

The bills will be issued quarterly to the Unitholders and the Unitholders need to pay lease rent in advance for the respective month by the 15th of the said month, failing which applicable interest will be levied for the default period starting from the day one of the respective month till the actual date of payment. This interest amount will reflect in next bill.

In view of the above decision of the Authority, it is hereby clarified that the Unitholders, are required to make the payments in respect of the already issued bill and future bills in the following manner as per the due date, failing which, interest will be leviable as per the prescribed procedure.

Sr. No.	Rent Bill for the month/s	Due Date for payment on or before
1	April to June 2020	31.07.2020 (due to deferment permission granted by MoC)
2	July 2020	15.07.2020
3	Aug..2020	15.08.2020
4	Sept. 2020	15.09.2020
5	Oct. 2020	15.10.2020
6	Nov.2020	15.11.2020
7	Dec. 2020..and so on....	15.12.2020
8	Bills for the quarter October to December 2020 & January to March 2021 will be issued quarterly. However, monthly payment to be made in advance for the month on or before 15 th of that month.	

All the Unitholders are hereby requested to adhere to the above for payment of rental charges. It is also brought to the notice of all Unitholders that lease rent is to be revised on annual basis as per Ministry's guidelines. The same was not revised for 2019-20 as represented by Trade. There shall be no increase for the FY 2020-21 as directed by MoC on account of Covid-19 pandemic. However, the lease rent shall be revised wef 01.04.21 for the FY 2021-22.

This issues with the approval of the Chairperson/Competent Authority.

(R. Harish Chaudhary)
Estate Manager/
Asstt Development Commissioner
SEEPZ SEZ Authority