



# TANZANIA COFFEE BOARD

*Established under the Crop Boards amendment Act of Parliament No. 23 of 2001*

Box 732,  
Moshi,  
Tanzania.

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Fax +255 272752026  
info@coffeeboardtz.org

## APPLICATION FOR GREEN COFFEE EXPORT LICENCE

**Name:** \_\_\_\_\_ **Tel:** \_\_\_\_\_  
**Company:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Office Location:** \_\_\_\_\_

I /we hereby apply to be licenced for the year ending 30<sup>th</sup> June \_\_\_\_\_ as a GREEN COFFEE EXPORT  
 My previous licence was No. \_\_\_\_\_ Date \_\_\_\_\_ which expired/expires on \_\_\_\_\_  
 I wish to deal in the following descriptions of coffee \_\_\_\_\_

I /we read and understood the Rules & Regulations governing GREEN COFFEE EXPORTER'S LICENCE and shall comply with the Statutory Provisions of the above quoted Act, and of the conditions stated as per TCB/GCE/001

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

### FOR OFFICIAL USE ONLY

Please grant the above licence as per attached compliance terms.

Head of Department: \_\_\_\_\_ Title: \_\_\_\_\_ Date \_\_\_\_\_

This licence is granted to the above named company to carry on the business of GREEN COFFEE EXPORT subject to the conditions as per TCB/GCE/001.

Signature: \_\_\_\_\_ .Date \_\_\_\_\_  
**DIRECTOR GENERAL**

Licence No \_\_\_\_\_ Expiry Date \_\_\_\_\_

## **CONDITIONS FOR MAINTAINING GREEN COFFEE EXPORT LICENCE**

1. The Green Coffee Exporter or her agent is authorized to bid in coffee auctions conducted by Tanzania Coffee Board in Moshi and shall be deemed to have bought the coffee upon the electronic fall of the hammer.
2. All bids in coffee auction shall be in USD per 50 kgs.
3. Any coffee bought as per above shall be paid for within the prompt date.
4. Any coffee bought and not paid for within prompt date and after the expiry of seven days (7) days after the prompt date, the Coffee shall be re-possessed by the auctioneer and re-auctioned. Should re-auction coffee fetch lower price, the previous buyer shall pay the difference to the original auction price plus any other costs incurred in the process of re-auctioning.
5. Noted bids in coffee auctions shall remain firm with the bidder until the close of business on day of the auction. If the bids shall not be confirmed, such bids shall be withdrawn.
6. Payments shall be made to Tanzania Coffee Board through its accounts opened with banks within Tanzania.
7. Private exporter who shall fail to make payment within prompt date shall be charged interest at the Bank's rate plus one (1%) percent service charge. No exporter shall be allowed to bid in auction if he has outstanding invoices.
8. Tanzania Coffee Board shall release the coffee by issuing warehouse storage warrant to exporter after being satisfied that payment of full value has been received before shipment.
9. The exporter shall cause his coffee to be stored in a Licensed Warehouse before shipment.
10. The exporter shall be required to make sure that the warrant weights of the coffee bought shall be within the allowed standard weight before shipment is effected.
11. The exporter shall be allowed to lodge a claim against a coffee seller to Tanzania Coffee Board with regard to quality or weight difference, within one month before coffee is moved out of original auctioning warehouse.
12. Any claim or dispute with regard to quality or weight difference not settled amicably between the parties shall be referred to Arbitration. Arbitration samples shall be drawn by an independent sampler acceptable to Tanzania Coffee Board or the exporter.
13. All coffee for export shall get coffee export approval issued by Tanzania Coffee Board, after the exporter presented the export sales contract to Tanzania Coffee Board.
14. Monthly operating report on Green Coffee purchases and shipments as per destination shall be submitted to Tanzania Coffee Board.