PROCEDURE FOR FILING THE IGM FROM MASTER TO HOUSE B/L AND FOR CONSOLE CARGO

1. [Submission of Indemnity bond in Rs. 200 Stamp paper.](http://www.cmtindia.com/frontend/web/onlineaccess/downloadimport?folder=bondformats&filename=222393Indemnity_bond_format_for_IGM_as_per_House_BL__against_Master_BL_for_FCL_or_LCL_container.doc)
2. Copy of Master B/L and House B/L copy (as per the B/L format Only & not in draft format)
3. Manifestation charge of Rs 2500 + service tax per House B/L to be made along with the submission of documents.
4. In case of console manifest i.e. Master to House more the 4 House B/L then the data file has to be forwarded in excel after entering the details of House B/Ls as per the format which will be forwarded on request.
5. The documents to be submitted before 5 – 6 working days before vessel arrival.

If the documents not submitted within the said time then line is not responsible for non manifestation as per house B/L in customs**.**