

Summary-1

Exchange Companies (Full Fledge & B) Summary-1 Book Transactions

| INWARD REMITTANCES | OUTWARD REMITTANCES |
|---|---|
| 2100 Transfers | 3100 Transfers |
| 2110 Workers' remittances | 3110 Workers' remittances |
| 2200 Services | 3200 Services |
| | 3210 Travel |
| | 3211 Business travel |
| | 3212 Religious travel |
| | 3213 Student and trainees |
| | 3214 Health |
| | 3215 Holidays\ tourists |
| | 3220 Royalty and trade mark/Franchise fee |
| | 3230 Technical fee |
| 2270 Financial services | 3270 Financial services – resident banks |
| | 3271 Financial services – non-resident financial institutions |
| | 3272 Financial charges related to export of currency |
| 2500 Advance receipts from agency arrangement | 3500 Remittances against advance receipts |
| 2600 Exchange Transfer & Adjustments | 3600 Exchange transfer & adjustments |
| 2610 Contra for cash deposit in FCA | 3610 Contra FCA withdrawal |
| 2620 From exchange companies in Pakistan against PKR | 3620 To exchange companies in Pakistan against PKR |
| 2630 Receipt on account of export of foreign currency | 3630 Sale to other authorized dealer in Pakistan |
| 2640 Purchase against sales of FCY | 3640 Sale against purchase of foreign currency |
| 2650 Branch transaction adjustment | 3650 Branch transaction adjustment |
| 2800 Realization of accounts receivable | 3800 Repayment of accounts payable |
| 1320 Opening Balance (Cr) | 1330 Opening Balance (Dr) |
| 8330 Closing Balance (Dr) | 8320 Closing Balance (Cr) |
| Total | Total |

Memorandum items:

8510 Outstanding security deposit received as agency arrangement

8520 Stock of unpaid advance receipts from agency arrangement

8530 Stock of remittances disbursed not received from agency arrangement

8540 Stock of accounts payable to MTO, banks etc. for outward payments already made

8550 Stock of unpaid inward remittances

8560 Stock of unpaid outward remittances

8570 Paid-up capital

8580 Franchisee deposits

3010 Tom sale

2010 Tom purchase

3020 Spot sale

2020 Spot purchase

Note: The reporting variables do not imply permission for transaction

Summary–2

| Exchange Companies | |
|---|---|
| Summary–2 | |
| Accounts Receivable from/ Payable to Non-residents | |
| Accounts Receivable from Non-residents | Accounts Payable to Non-residents |
| Disbursements to Residents (Funds not received) | Disbursements to Non-residents (Funds not remitted) |
| 2100 Transfers | 3100 Transfers |
| 2110 Workers' remittances | 3110 Workers' remittances |
| 2200 Services | 3200 Services |
| | 3210 Travel |
| | 3211 Business travel |
| | 3212 Religious travel |
| | 3213 Student and trainees |
| | 3214 Health |
| | 3215 Holidays\ tourists |
| | 3220 Royalty and trade mark/Franchise fee |
| | 3230 Technical fee |
| 2270 Financial services | 3270 Financial services – resident banks |
| | 3271 Financial services – non-resident financial institutions |
| | 3272 Financial charges related to export of currency |
| 2600 Exchange Transfer & Adjustments | 3600 Exchange transfer & adjustments |
| 2650 Branch transaction adjustment | 3650 Branch transaction adjustment |
| 2800 Less: Realization/ sale of accounts receivable | 3800 Less: Repayment/ purchase of accounts payable |
| 1320 Opening Balance | 1330 Opening Balance |
| 8330 Closing Balance | 8320 Closing Balance |
| Total | Total |

Note: The reporting variables do not imply permission for transaction

Summary-3

| Exchange Companies Summary-3 Unpaid Inward and Outward Remittances | |
|--|--|
| Accounts Payable to Residents (Unpaid Outward Remittances) | Accounts Payable to Residents (Unpaid Inward Remittances) |
| Funds received from residents for payment abroad (neither transmitted nor advised abroad for payment) | Amount received for residents and yet to be distributed |
| 2100 Transfers | 3100 Transfers |
| 2110 Workers' remittances | 3110 Workers' remittances |
| 2200 Services | 3200 Services |
| | 3210 Travel |
| | 3211 Business travel |
| | 3212 Religious travel |
| | 3213 Student and trainees |
| | 3214 Health |
| | 3215 Holidays\ tourists |
| | 3220 Royalty and trade mark/Franchise fee |
| | 3230 Technical fee |
| 2270 Financial services | 3270 Financial services – resident banks |
| | 3271 Financial services – non-resident financial institutions |
| | 3272 Financial charges related to export of currency |
| 2600 Exchange Transfer & Adjustments | 3600 Exchange transfer & adjustments |
| 2620 From exchange companies in Pakistan against PKR | 3620 To exchange companies in Pakistan against PKR |
| 2630 Receipt on account of export of foreign currency | 3630 Sale to other authorized dealer in Pakistan |
| 2640 Purchase against sales of FCY | 3640 Sale against purchase of foreign currency |
| 2650 Branch transaction adjustment | 3650 Branch transaction adjustment |
| 2800 Less: Funds remitted abroad | 3800 Less: Funds distributed |
| 1320 Opening Balance | 1330 Opening Balance |
| 8330 Closing Balance | 8320 Closing Balance |
| Total | Total |

Note: The reporting variables do not imply permission for transaction

Summary-6

| Exchange Companies (Full Fledge & B) | |
|--|---|
| Summary-6 | |
| Cash Transactions | |
| Purchases | Sales |
| 2110 Foreign currency withdrawal from FCA with banks | 3110 Deposits in FCA with banks in Pakistan |
| 2200 Travel Non-resident | 3200 Travel Resident (for travel abroad) |
| 2210 Religious | 3210 Religious |
| 2220 Business | 3220 Business |
| 2230 Student trainees | 3230 Student trainees |
| 2240 Health | 3240 Health |
| 2250 Holiday\ tourist | 3250 Holiday\tourist |
| 2300 Un-spent foreign currency balance from resident travel: | 3300 Un-spent rupee balance from non-resident travel: |
| 2310 Religious | 3310 Religious |
| 2320 Business | 3320 Business |
| 2330 Student trainees | 3330 Student trainees |
| 2340 Health | 3340 Health |
| 2350 Holiday\ tourist | 3350 Holiday\ tourist |
| 2400 From residents | 3400 To residents |
| 2410 Withdrawal from FCA with ADs | 3410 For deposit to FCA with banks |
| 2411 Holdings | 3420 For holdings |
| 2420 Earned from services provided abroad | |
| 2430 Purchase from other residents | |
| 2440 Purchase from non-residents | |
| 2450 Workers' remittances | |
| 2460 Private donation | |
| 2470 Gifts and other transfer | |
| 2510 From exchange companies in Pakistan against PKR | 3510 To exchange companies in Pakistan against PKR |
| 2520 From authorized hotels in Pakistan against PKR | 3520 To banks (authorized dealers) against PKR |
| 2530 Import of foreign currency | 3530 Export of foreign currency |
| 2540 From banks (authorized dealers) against PKR | |
| 2550 Branch transaction adjustment | 3550 Branch transaction adjustment |
| 1420 Opening Balance | 8420 Closing Balance |
| Total | Total |

Note: The reporting variables do not imply permission for transaction

Description of Summary–1, 2, 3 and 6 Transactions

Inward Remittances

Transfers

Workers' remittances 2110

Remittances made by migrant residing abroad to their family members in Pakistan for domestic use or family maintenance. (A resident of an economy is a person who stays or intends to stay for a year or more in that economy.)

Services

Financial services 2270

Remittances received for commission earned or financial services provided by exchange companies as agency under arrangement with foreign company for disbursement of remittances.

Advance receipts from agency arrangement 2500

Remittances received in advance from non-resident company under agency arrangements for disbursement of remittances.

Exchange, transfers and adjustments

All transactions of exchange companies with other exchange companies, adjustments with their own branches or transactions with authorized dealers those change the consolidated position of receipts and payments.

Contra for cash deposit 2610

Cash deposits made by exchange companies with authorized dealers in Pakistan would reflect an increase in balance of exchange companies and hence reported as contra.

From exchange companies in Pakistan against PKR 2620

Purchase of foreign currency from other exchange companies against Pak. rupee.

Receipt on account of export of foreign currency 2630

Remittances received in equivalent US \$ by exchange companies for export proceeds of permissible foreign currency cash/coins.

Purchase against sales of other currencies 2640

Purchase of one foreign currency against sale of another foreign currency.

Branch transactions adjustments 2650

Intracompany transactions are adjusted to consolidate the position. These adjustments are to be reflected here.

Realization/sale of accounts receivable 2800

The amount realized/ sold against accounts receivable generated through payments to residents for different purposes on advice of the non-resident entity for which funds were not received.

Outward Remittances

Transfers

Workers' remittances 3110

Remittances made by foreign national (resident) working in Pakistan for maintenance of their families abroad. (A resident is a person who stays or expected to stay for a year or more in an economy.)

Services

Travel

In BOP, travelers are individuals staying less than one year in an economy excluding military/diplomatic mission and their dependents. Travel includes the goods and service acquired from that economy by the traveler. One year rule does not apply to students, medical patient and all expenditures, including those for educational and health-related purposes (such as tuition, room and boarding paid for or provided by educational institutions, hospital charges, treatments, physicians' fees, etc.), made by students and medical patients are recorded under travel.

Business travels 3211

Payment made to residents of Pakistan for travels regarding sales campaigns, market exploration or commercial negotiations

Religious travels 3212

The remittances made for residents for their Hajj and other religious travel.

Student trainee 3213

Remittances made on account of education and training abroad for students resident of Pakistan.

Health 3214

Payments made to residents of Pakistan patients for their medical treatment abroad including all related charges.

Holidays\ Tourists 3215

Remittances made abroad in favor of resident tourists or in favor of hotels, tour operators and travel agents abroad related to tourists' expenses who intend to visit overseas.

Royalty & trade mark\ Franchise fee 3220

Payments made on account of authorized use of intangible, non-produced, non-financial assets and proprietary rights (such as patents, copyrights, trademarks)/franchise fee and with the use, through licensing arrangements subject to No Objection Certificate (NOC) by Authorized Dealers (ADs).

| | |
|--|-------------|
| Technical fee | 3230 |
| Payments made on account of services rendered by foreign technician or consultants to residents of Pakistan subject to No Objection Certificate (NOC) by Authorized Dealers (ADs). | |
| Financial services – resident banks | 3270 |
| Payments made on account of financial services from resident banks. | |
| Financial services – non-resident financial institutions | 3271 |
| Payments made on account of financial services from non-residents financial institutions/ exchange companies etc. such as Western Union, Money Gram etc. for disbursement of remittances. | |
| Financial charges related to export of currency | 3272 |
| Financial charges related to export of currency | |
| Remittances against advance receipts | 3500 |
| Contra on account of remittances disbursed out of advance receipts from non-resident companies under agency arrangement. | |
| Exchange, transfers and adjustments | |
| All transactions of exchange companies with other exchange companies, adjustments with their own branches or transactions with authorized dealers those change the consolidated position of receipts and payments. | |
| Contra FCA withdrawal | 3610 |
| Cash withdrawal made by exchange company from foreign currency account maintained with authorized dealers in Pakistan. | |
| To exchange companies in Pakistan against PKR | 3620 |
| Sale of foreign currency made to other exchange companies against Pak. Rupees. | |
| Sale to other authorized dealer in Pakistan | 3630 |
| Foreign Currency sale made to authorized dealers against Pak rupees. | |
| Sale against purchase of foreign currency | 3640 |
| Sale of a foreign currency made against purchase of other foreign currency. | |
| Branch transaction adjustments | 3650 |
| Intracompany transactions are adjusted to consolidate the position. These adjustments are to be reflected here. | |
| Repayment/ purchase of accounts payable | 3800 |
| The amount paid/ purchased against accounts payable generated through disbursement by non-residents for different purposes on advice of the exchange company for which funds were yet to be transmitted. In Summary-3 , the accounts payable represent to the amount i) that has been | |

received from non-resident MTO, bank etc and yet to be disbursed to the resident beneficiary, ii) for which PKR or FX has been received from the resident remitter for payment abroad and held with exchange company for which neither advice for disbursement has been sent nor amount has been remitted.

Description Summary-6 Transactions

Purchases (Receipts)

Foreign currency withdrawal from FCA with banks 2110

Foreign currency withdrawn by exchange company from foreign currency account maintained with authorized dealers in Pakistan.

Travel non-resident

Purchase of foreign currency cash from non-resident travelers against Pak rupees.

Religious 2210

Purchase of foreign currency cash from non-resident pilgrims against sale of Pak rupee (e.g. Sikh Yatri)

Business 2220

Purchase of foreign currency cash from non-residents on business trip in Pakistan.

Student / Trainee 2230

Purchase of foreign currency cash from non-resident students and trainees in Pakistan.

Health 2240

Purchase of foreign currency cash from non-resident patients for medical treatment in Pakistan.

Holiday / Tourist 2250

Purchase of foreign currency cash from non-resident tourists visiting Pakistan.

Un-spent foreign currency balance from resident travel

Purchase of unspent foreign currency cash against Pak rupees from residents of Pakistan travelers returned to Pakistan after travelling abroad.

Religious 2310

Purchase of unspent foreign currency cash from resident Hajjis returned to Pakistan.

Business 2320

Purchase of unspent foreign currency cash from residents of Pakistan who visited abroad for business trip.

Student / Trainee 2330

Purchase of unspent foreign currency cash from residents of Pakistan students and trainees returned from abroad.

| | |
|--|-------------|
| Health | 2340 |
| Purchase of unspent foreign currency cash from residents of Pakistan patients who visited abroad for medical treatment. | |
| Holiday / Tourist | 2350 |
| Purchase of foreign currency cash from residents of Pakistan tourists, who visited abroad for spending holidays or as tourists. | |
| From residents | |
| Purchase of foreign currency cash from residents of Pakistan against payment in Pak. Rupees that they may have withdrawn from their FCA, holding as asset or earned from services provided abroad or purchase from other residents or non-residents. | |
| Withdrawal from FCA with authorized dealers | 2410 |
| Purchase of foreign currency cash from residents of Pakistan withdrawn from their foreign currency accounts with authorized dealer in Pakistan. | |
| Holdings | 2411 |
| Purchase of foreign currency cash from residents of Pakistan out of foreign currency holdings. | |
| Earned from services provided abroad | 2420 |
| Purchase of foreign currency cash from residents of Pakistan earned from any services rendered abroad. | |
| Purchase from other resident | 2430 |
| Purchase of foreign currency cash from residents of Pakistan who obtained from any other resident of Pakistan. | |
| Purchase from non-resident | 2440 |
| Purchase of foreign currency cash from residents of Pakistan who obtained from any non-resident. | |
| Workers' remittances | 2450 |
| Purchase of foreign currency cash sent by the worker abroad through a person visiting Pakistan | |
| Private donation | 2460 |
| Purchase of cash received for food, clothing, consumer goods, medicine supply etc for relieve of hardships due to natural disaster, war , regular contribution to charitable, religious, scientific, social & cultural research organization and other support remittances. Cash for Zakat by overseas residents of Pakistan to their origin can be included. These remittances are received through a person visiting Pakistan. | |

| | |
|--|-------------|
| Gifts and other transfer | 2470 |
| Purchase of cash received for gifts, dowries, inheritances and lottery draws. These remittances are received through a person visiting Pakistan. | |
| From other exchange companies in Pakistan against PKR | 2510 |
| Purchase of foreign currency against Pak rupees from other exchange companies. | |
| From authorized hotels in Pakistan against PKR | 2520 |
| Purchase of foreign currency against Pak rupees from authorized hotels. | |
| Import of foreign currency | 2530 |
| Import of permissible foreign currencies by Exchange Company | |
| From banks (authorized dealers) against PKR | |
| 2540 | |
| Purchase of foreign currency against Pak rupees from banks (authorized dealers). | |
| Branch transaction adjustments | 2550 |
| Intracompany transactions are adjusted to consolidate the position. These adjustments are to be reflected here. | |
| Sale (Payments) | |
| Deposits in FCA with banks in Pakistan | 3110 |
| Foreign currency deposited by exchange companies with authorized dealers in Pakistan | |
| Travel residents (for travel abroad) | |
| Sale of foreign currency cash to residents of Pakistan against Pak rupees for travel abroad under various categories given below: | |
| Religious | 3210 |
| Sale of foreign currency cash made to residents of Pakistan for Hajj and other religious travel. | |
| Business | 3220 |
| Sale of foreign currency cash made to residents of Pakistan for business travel abroad. | |
| Student/Trainee | 3230 |
| Sale of foreign currency cash to residents of Pakistan students visited abroad. | |
| Health | 3240 |
| Sale of foreign currency cash made to residents of Pakistan patients visited abroad for medical treatment abroad. | |
| Holiday/Tourist | 3250 |
| Sale of foreign currency cash made to residents of Pakistan for holiday / excursion visits abroad. | |

Un-spent rupee balance from non-resident travel

Purchase of unspent Pak. rupees from non-resident traveler against sale of foreign currency cash to foreign travelers under various categories leaving Pakistan.

Religious **3310**

Sale of foreign currency cash against unspent Pak. rupees to non-residents on religious travel in Pakistan

Business **3320**

Sale of foreign currency cash against unspent Pak. rupees to non-residents on business travel in Pakistan

Student/ Trainee **3330**

Sale of foreign currency cash against unspent Pak. rupees to non-resident students on study visit to Pakistan

Health **3340**

Sale of foreign currency cash against unspent Pak. rupees to non-resident patients on medical treatment visit in Pakistan

Holiday/Tourist **3350**

Sale of foreign currency cash against unspent Pak. rupees to non-resident tourists visited Pakistan

To residents

Sale of foreign currency cash to residents of Pakistan against payment in Pak. rupees (sale for travel abroad is covered above).

For deposit to FCA with banks **3410**

Sale of foreign currency cash to residents of Pakistan against payment in Pak. rupees for deposits in their FCA with authorized dealers in Pakistan

For holding **3420**

Sale of foreign currency cash to residents of Pakistan against payment in Pak. rupees for foreign currency holding

To exchange companies in Pakistan against PKR **3510**

Sale made against Pak. rupees to other exchange companies.

To banks (authorized dealers) against PKR **3520**

Sale made against Pak. rupees to banks (authorized dealers).

Export of foreign currency **3530**

Export of permissible foreign currencies by Exchange Company.

Branch transaction adjustments**3550**

Intracompany transactions are adjusted to consolidate the position. These adjustments are to be reflected here.

Memorandum items

| | |
|--|-------------|
| Outstanding security deposit received as Agency Arrangement | 8510 |
| The outstanding amount of security deposits received as agency arrangements from non-residents exchange companies/ exchange houses etc. | |
| Stock of unpaid advance receipts from agency arrangement | 8520 |
| The stock of unpaid advance received from agency arrangement of non-residents exchange companies/ exchange houses etc. | |
| Stock of remittances disbursed not received from agency arrangement | 8530 |
| The stock of remittances disbursed not received from agency arrangement of non-residents exchange companies/ exchange houses etc generated through accounts receivable | |
| Stock of accounts payable to MTO, banks etc. | 8540 |
| The stock of accounts payable to MTO, banks etc. for already amount disbursed abroad on behalf of the exchange company for which remittance are yet to be made. | |
| Stock of unpaid inward remittances | 8550 |
| The stock of amount received from abroad for residents and yet to be distributed and is held with the exchange company | |
| Stock of unpaid outward remittances | 8560 |
| The stock of funds received from residents in PKR or FX for payments abroad (neither transmitted nor advised abroad for payment). The amount would be shown in foreign currency intended to be remitted. | |
| Paid-up capital | 8570 |
| The stock of paid-up capital required for formation of an exchange company. | |
| Franchisee deposits | 8580 |
| The stock of franchisee deposits paid to the franchiser (Exchange Company). | |
| Tom sale | 3010 |
| The foreign currency sale with one business day settlement from trade date (T+1) | |
| Tom purchase | 2010 |
| The foreign currency purchase with one business day settlement from trade date (T+1) | |
| Spot sale | 3020 |
| The foreign currency sale with two business day settlement from trade date (T+2) | |
| Spot purchase | 2020 |
| The foreign currency purchase with two business day settlement from trade date (T+2) | |