

BANK’S NAME \_\_\_\_\_

DATE: \_\_\_\_\_

STATEMENT OF CANCELLED/UNUTILIZED L/Cs WITH FORWARD COVER

SR. No.	CLIENT	L/C AMOUNT	L/C MATURITY DATE	FORWARD BOOKING AMOUNT	FORWARD BOOKING DATE	MATURITY DATE OF FORWARD BOOKING	FORWARD BOOKING RATE	L/C CANCELLATION DATE	CLOSE OUT EXCHANGE RATE	EXCHANGE GAIN/LOSS DUE TO CANCELLATION/ UNUTILIZATION	REASONS FOR CANCELLATION/ UNUTILIZATION

Authorized Signatory

NAME OF THE BANK.....

STATEMENT SHOWING SURRENDER OF FOREIGN EXCHANGE IN RESPECT OF  
FOREIGN CURRENCY TERM/FIXED DEPOSITS FOR MATURITIES RANGING  
BETWEEN 3 TO 12 MONTHS

Serial No. of the Statement .....

Date: .....

Sl. No.	Account No./ F.D.R. No. etc.	Date of deposit	Date of surrender of Foreign Ex- change to SBP	Amount of Deposit	Period of Deposit	Date of maturity	Rate of interest	Particulars of existing forward contracts in case of renewal of old deposits		
								Contract No.	Date	Amount
1.										
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
11.										
TOTAL:				_____						_____
				_____						_____

Authorized Signature

NAME OF THE BANK.....

**APPLICATION FOR PAYMENT OF SUBSIDY ON FOREIGN CURRENCY TERM/FIXED  
DEPOSITS FROM MATURITIES ABOVE THREE (3) MONTHS**

S. No.	Account No.	Date of Deposit	Reference No. of the Statement in App. V-2 and S. No. of the item		Forward Contract Number	Amount of deposit in foreign currency	Period of deposit with maturity date	Rate of interest payable
			Statement No.	Item No.				
1	2	3	4		5	6	7	8

Rate applicable for payment of subsidy	Total amount in foreign currency at the rate given in Column 9	Rate of return last allowed on such Rupee PLS Accounts	Interest amount in foreign currency at the domestic rate given in Column 11	Amount of subsidy in foreign currency (10 - 12)	Rupee equivalent of the amount of subsidy	
					Exchange Rate	Amount
9	10	11	12	13	14	

It is certified that the interest amount on the above deposits for their full term has been paid/credited to the Account-holder.

(Authorized Signature)

NAME OF BANK \_\_\_\_\_

STATEMENT OF FOREIGN CURRENCY ACCOUNTS

(FOREIGN EQUITY & FOREIGN CURRENCY COMMERCIAL LOANS/INSURANCE/ETC.)

FOR THE MONTH OF \_\_\_\_\_

NAME & ADDRESS OF POWER PROJECT\_\_\_\_\_

Name of Account: \_\_\_\_\_

(Currency-wise and Account-wise):

Equity		Commercial Loans		Other	Total	Deposits						
Country	Total Amount permitted	Country	Total Amount permitted		(2) + (4) + (5)	Upto the end of last month	During the month				Others	Total (7)+(9)+(11)+(12)
							Equity		Comm. Loans			
							Country	Amount	Country	Amount		
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.

Utilization						Balance (13) – (19)
Upto the end of the last Month	During the Month				Total (14) + (16) + (18)	
	Imports		Any other payment (Please specify and quote reference of State Bank permission)			
	Country	Amount	Country	Amount		
14.	15.	16.	17.	18.	19.	20.

Interest						Balance  (23 – 26)
Interest earned			Interest transferred to Pakistan			
Upto the end of last month	During the Month	Total (21 + 22)	Upto the end of last month	During the month	Total (24+25)	
21.	22.	23.	24.	25.	26.	27.

SIGNATURE & STAMP OF BANK

## FORM Q.A.22

**Form of undertaking to be furnished by foreign nationals resident in Pakistan and companies and firms whose head offices are outside Pakistan for maintaining Bank account**

To

The Manager/Agent,

(Name of Bank)

Dear Sir,

I/We hereby certify that the credits paid into my/our account with your bank relate normally to my/our trading business in Pakistan only and consist of the following:-

(Here state the principal sources from which rupee payments into the account are derived, e.g., payments received for goods sold, stating general nature of goods.)'

In consideration of the State Bank of Pakistan agreeing to dispense with my/our completing Form A-7 in respect of every credit to my/our account, other than from non-resident account, I/We undertake that I/We will not make available to any persons or firms in Pakistan any foreign currency which may be at my/our disposal, against reimbursement in rupees, without first having obtained the permission of the State Bank of Pakistan, (through an Authorized Dealer) by completing Form A-7 in respect of the rupee payment to my/our account. I/We further agree to complete Form A-7 in respect of any payments into the account which may not be directly connected with my/our trading activities in Pakistan, or which represent remittances received from overseas.

Yours faithfully,

(Signature of applicant)

Date .....

Full Name of applicant .....

Nationality ..... Passport No..... dated..... issued by.....

Occupation .....

Address .....

Date of arrival in Pakistan .....

We certify that to the best of our knowledge and belief the information given above is correct.

Stamp and Signature of Authorized Dealer

Date.....

Note:- This form should be completed in duplicate and submitted to the A.D. with whom the account is desired to be opened.



We hereby certify that the statements overleaf are to the best of our knowledge correct and that we have seen documentary evidence in support thereof and allowed transfer in terms of Chapter 8 of the Foreign Exchange Manual/apply for permission of the State Bank to effect the transfer

Date.....

Stamp & Signature of the  
Authorized Dealer

.....  
Space for use by the State Bank of Pakistan

State Bank of Pakistan,  
Exchange Policy Department,  
.....

Date .....

Joint Director/Deputy Director

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Note:- The approval of the State Bank of Pakistan will remain valid for one month from the date of approval.

Serial No. xyz000000

FORM "M"

**FOREIGN EXCHANGE REGULATION ACT, 1947****Application for permission under section 4 and 5 of Foreign Exchange Regulation Act to Purchase foreign exchange for the purpose specified below.**

If the applicant is income tax payer, please indicate:- Name and address of Authorized Dealer.....  
 G.I.R. No. .... CNIC No., date and place of issue .....  
 and the Income Tax Circle .....  
 If the applicant/remitter is not an income tax payer, If the applicant/remitter is a corporate body, the word "Nil" should be clearly stated.

I/We, the undersigned hereby apply to obtain the following foreign exchange to make payment for the purpose as described below. I/We hereby declare that:-

1. The above payment is due to be made by me/us and I/we have not already obtained exchange nor have I/we made any other application for this purpose.
2. I/We assume full responsibility for complying with the provision of Foreign Exchange Regulation Act, 1947 and rules, orders and directions issued thereunder.
3. During the current calendar year I have not remitted so far any sum in excess of Rs..... including the amount now applied for an account of:-
  - \*(i) Membership Fee of institutions
  - \*(ii) Examination Fee
  - \*(iii) Membership Fee of Social Clubs
  - \*(iv) Subscription to news papers/magazines and purchase of books.
 (\*Delete where not applicable.)

Amount (state currency)	Purpose	Name and address of beneficiary

Amount in words .....

Name (Block Letters) ..... Address .....

.....

Phone No. .... Nationality ..... Signature of the applicant .....

**(Valid for 30 days from the date of approval)**  
**STATE BANK OF PAKISTAN CERTIFICATE OF APPROVAL (if required)**

Approved for .....  
 (State amount in figures and words)

Approval No. ....

Date .....

Signature and Seal of State Bank of Pakistan  
 (Contd.)



To be completed by an Authorized Dealer

- 
1. We hereby certify that the statements given above are to the best of our knowledge and belief correct and that we have seen documentary evidence in support hereof viz:-  
.....  
.....
  2. We have effected the remittance of (state foreign currency) ..... on .....  
by TT/MT/Draft in terms of F.E. Circular/Foreign Exchange Manual Para No.....  
dated ..... or as per above approval of State Bank on Form "M".

Signature & Stamp of Authorized Dealer

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**CODING OF TRANSACTION BY AUTHORIZED DEALER/STATE BANK**

Country receiving this payment.....

Purpose for which exchange is required.....

Department.....

Amount of Foreign  
Exchange (In figures)

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(in words) .....

.....  
Signature & Stamp of State Bank/Authorized Dealer

**STATE BANK OF PAKISTAN  
FOREIGN EXCHANGE REGULATION ACT, 1947**

Permit No. .... Not valid after .....

The SBP Banking Services Corporation is pleased to authorize .....  
(Name)

of .....  
(Address)

to remit to .....  
(Beneficiary)

sum/s not exceeding ..... say .....  
(Amount in figures) (Amount in words).

A \* in any one month/quarter/half year (Non-Cumulative) upto

B \* per month for ..... months upto .....  
(amount not availed of in any month(s) being available on a cumulative basis in subsequent months within the validity of the permit)

C \* in all during the period upto

\* Strike out the clauses which do not apply

through .....  
(Authorized Dealer in Pakistan)

for the purpose of .....

SBP-Banking Services Corporation,  
Foreign Exchange Operations Department,  
.....

Date .....

Joint Director/Deputy Director

**NOTES**

1. All remittances effected under the authority of this permit must be endorsed on the reverse hereof by the Authorized Dealer at the time of remittance. The permit number should be noted on the form on which the remittance is reported to the State Bank/SBP-Banking Services Corporation.
2. When the permit is fully utilized it must be returned to the SBP-Banking Services Corporation by the Authorized Dealer alongwith form 'M' on which the last remittance has been reported.
3. Attention is drawn to sub-section 3 of Section 4 of the Foreign Exchange Regulation Act, 1947, in terms of which Foreign exchange acquired under this permit must be used only for the purpose for which it has been granted. If it cannot be so used or if the conditions under which this permit is issued cannot be complied with, the holder should without delay sell the foreign exchange to an Authorized Dealer.

P.T.O

**(Endorsement by the Authorized Dealer)**

Sl. No.	Date of remittance	Amount remitted	Balance	Stamp and Signature of the Authorized Dealer	Remarks
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[NAME OF AUTHORIZED DEALER (BANK)]

(Branch with Address)

ENCASHMENT  
CERTIFICATE NO .....

Date .....

CERTIFICATE OF ENCASHMENT  
OF FOREIGN CURRENCY

We certify having encashed the foreign currency as detailed below from Mr./ Mrs./  
Miss ..... holding nationality of ..... as per  
(country)

Passport No. .... dated ..... issued at .....

Date of Encashment	Purpose	Type of Instrument (T.C./F.C.N/ D.D. /M.T.)	Amount of Foreign Currency	Rate of Conversion	Rupee equivalent paid Rs.

The above transaction has been/will be reported to SBP-Banking Services Corporation .....  
(Place)  
by us in ..... Statement for the month of ..... ..

Signature with Stamp of  
Authorized Dealer (Bank)

Particulars given above verified  
with reference to the Passport  
and found correct.

Signature & Stamp of incharge  
of the Branch of the Bank

N.B: Valid for 30 days from date of encashment for purchase of Tickets for travel.

ORIGINAL

FORM E

**TO BE SUBMITTED TO THE CUSTOMS/POST OFFICE**

(For Exports)  
Serial No. xyz 0000000

**Declaration to be furnished by exporters pursuant to section 12(1) of the Foreign Exchange Regulation Act, 1947 read with government notifications No. 1(6)-ECS/48 and No. 1 (7)-ECS/48 both dated the 1st July, 1948.**

If the applicant is income tax payer, please indicate:

G.I.R. No. ....

and the Income Tax Circle .....

If the applicant is not an income tax payer, the word 'Nil' should be clearly stated.

CNIC  
No.

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Place of issue .....

Date of issue .....

of the authorized representative of exporter  
signing the form.

Name and address of the Authorized Dealer \_\_\_\_\_

Documents covering the goods below including full set of bills of lading, railway receipt and/or other documents of title to the goods must be passed through an Authorized Dealer in Foreign Exchange. In no case may they be dispatched direct without prior special/general authority in writing of the State Bank of Pakistan.

An incorrect declaration on this form constitutes an offence under Foreign Exchange Regulation Act, 1947 (VII of 1947).

I/We, the undersigned hereby declare that I/We am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following columns are true and that the invoice value declared in column 3 in case of firm contracts is full value as contracted with the buyers/in case of consignment sale is a fair value of goods which are being shipped on consignment sale. I/We undertake that I/We shall deliver to the bank mentioned above the foreign exchange proceeds resulting from the export of these goods on the due date for payment or within six months from the date of shipment/dispatch whichever is earlier. In the event of consignment sale we undertake to furnish to the above bank a fully documented account sale certified by the consignees /Chamber of Commerce of the country of import or any other documents required by the State Bank of Pakistan. I/We declare that nothing material or relevant to the information given in this Form has been omitted or suppressed and whatever is stated herein is true to my/our knowledge and belief. I/We undertake to submit the duplicate and triplicate copies of this form to the Authorized Dealer whose name appears above within fourteen days of shipment alongwith documents for negotiation/for sending on collection.

GOODS with full details and quality as identifiable with the Market Reports	QUANTITY Bales, Bundles, Pieces Maunds, Tons, Lbs, Kgms, Cases etc.	Invoice value of goods (State currency and terms i.e. CIF/C&F/FOB)	Terms of Sale i.e. Firm Contract or Consignment Sale	Port/Station and country of destination	Name and address of the importer/ consignee
1	2	3	4	5	6
		TERMS			
Name of carrying Steamer/Air Coy/ Truck Co./Railway/ Post Office	Bill of Lading/Airway Bill/Railway receipt/ Post Parcel Receipt/ Truck Receipt No.	Value declared on documents listed in Column 8.	Port of Shipment/ Post Office of dispatch	Land Custom Post	
7	8	9	10	11	

Name (Block Letters)..... Phone No. ....

Name (Block Letters).....  
Full Address .....

(Stamp and Authorized Signature of Exporter)  
(Contd.)

**CERTIFICATE OF AUTHORIZED DEALER**

Certified that the above exporter(s) is/are known to us, that he/they is/are bonafide businessman/businessmen in Pakistan and that he/they has/have made arrangements with us for the realization of the export proceeds, of the goods declared on this form, on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No.FE 3/2001-SB dated the 28th September, 2001 and that we are satisfied with said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and credentials etc.

\*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No.FE 3/2001-SB dated the 28<sup>th</sup> September, 2001. In the event of non-compliance due to reasons beyond our control we shall furnish to the State Bank of Pakistan a full explanation as to the reasons and circumstances resulting in our inability to comply.

\*We undertake that in the event of non-realization of export proceeds against shipment on consignment sale within the stipulated period of six months, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a full explanation as to the circumstances resulting in non-realization. We further undertake that in the event of short realization, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

\*(Strike out the portion not applicable and authenticate with initials)

Date.....

.....  
(Stamp and Signature of Authorized Dealer)

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**TO BE COMPLETED BY CUSTOMS/POST OFFICE**

1. Month in which this item is included in the Customs/Post Office Return.....
2. Value assessed by the Customs/Post Office.....
3. Shipping Bill/Airway Bill/Post Parcel Receipt No..... dated.....

SEAL

.....  
(SIGNATURE OF CUSTOM OFFICER)

Contd.....



**TO BE SUBMITTED TO THE CUSTOMS/POST OFFICE**

(For Exports)  
Serial No. xyz 0000000

If the applicant is income tax payer, please indicate:

If the applicant is not an income tax payer,  
the word 'Nil' should be clearly stated.

					-								-	
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Place of issue .....

Date of issue .....

of the authorized representative of exporter  
signing the form.

Name and address of the Authorized Dealer .....

Documents covering the goods declared below including full set of bills of lading, railway receipt and/or other documents of title to the goods must be passed through an Authorized Dealer in Foreign Exchange. In no case may they be despatched direct without prior special/general authority in writing of the State Bank of Pakistan.

An incorrect declaration on this form constitutes an offence under Foreign Exchange Regulation Act, 1947 (VII of 1947).

I/We, the undersigned hereby declare that I/We am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following columns are true and that the invoice value declared in column 3 in case of firm contract is full value as contracted with the buyers/in case of consignment sale is a fair value of goods which are being shipped on consignment sale. I/We undertake that I/We shall deliver to the bank mentioned above the foreign exchange proceeds resulting from the export of these goods on the due date for payment or within six months from the date of shipment/dispatch whichever is earlier. In the event of consignment sale we undertake to furnish to the above bank a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import or any other documents required by the State Bank of Pakistan. I/We declare that nothing material or relevant to the information given in this Form has been omitted or suppressed and whatever is stated herein is true to my/our knowledge and belief. I/We undertake to submit the duplicate and triplicate copies of this form to the Authorized Dealer whose name appears above within fourteen days of shipment alongwith documents for negotiation/for sending on collection.

GOODS with full details and quality as identifiable with the Market Reports	QUANTITY Bales, Bundles, Pieces Maunds, Tons, Lbs, Kgms, Cases etc.	Invoice value of goods (State currency and terms i.e. CIF/C&F/FOB)	Terms of Sale i.e. Firm Contract or Consignment Sale	Port/Station and country of destination	Name and address of the importer/ consignee
1	2	3	4	5	6
		TERMS			
Name of carrying Steamer/Air Coy/ Truck Co./Railway/ Post Office	Bill of Lading/Airway Bill/Railway Receipt/ Post Parcel Receipt/ Truck Receipt No.	Value declared on documents listed in Column 8.	Port of Shipment/ Post Office of despatch	Land Custom Post	
7	8	9	10	11	

Name (Block Letters)..... Phone No. ....

Name (Block Letters).....  
Full Address .....

(Stamp and Authorized Signature of Exporter)  
(Contd.)



**CERTIFICATE OF AUTHORIZED DEALER**

Certified that the above exporter(s) is/are known to us, that he/they is/are bonafide businessman/businessmen in Pakistan and that he/they has/have made arrangements with us for the realization of the export proceeds, of the goods declared on this form, on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No.FE 3/2001-SB dated the 28th September, 2001 and that we are satisfied with said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and credentials etc.

\*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No.FE 3/2001-SB dated the 28<sup>th</sup> September, 2001. In the event of non-compliance due to reasons beyond our control we shall furnish to the State Bank of Pakistan a full explanation as to the reasons and circumstances resulting in our inability to comply.

\*We undertake that in the event of non-realization of export proceeds against shipment on consignment sale within the stipulated period of six months, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a full explanation as to the circumstances resulting in non-realization. We further undertake that in the event of short realization, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

\*(Strike out the portion not applicable and authenticate with initials)

Date.....

.....  
(Stamp and Signature of Authorized Dealer)

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**TO BE COMPLETED BY CUSTOMS/POST OFFICE**

1. Month in which this item is included in the Customs/Post Office Return.....
2. Value assessed by the Customs/Post Office.....
3. Shipping Bill/Airway Bill/Post Parcel Receipt No..... dated.....

SEAL

.....  
(SIGNATURE OF CUSTOM OFFICER)

Contd.....

STAMP AND SIGNATURE OF AUTHORIZED DEALER/STATE BANK

**TRIPLICATE****FORM E****(For Exports)**  
**Serial No. xyz 0000000****TO BE SUBMITTED TO AN AUTHORIZED DEALER WITHIN FOURTEEN DAYS OF SHIPMENT**

**Declaration to be furnished by exporters pursuant to section 12(1) of the  
Foreign Exchange Regulation Act, 1947 read with government notifications  
No. 1(6)-ECS/48 and No. 1 (7)-ECS/48 both dated the 1st July, 1948.**

If the applicant is income tax payer, please indicate:

G.I. R. No. ....  
and the Income Tax Circle .....If the applicant is not an income tax payer,  
the word 'Nil' should be clearly stated.CNIC  
No.

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Place of issue .....

Date of issue .....

of the authorized representative of the exporter  
signing the form.

Name and address of the Authorized Dealer .....

Documents covering the goods below including full set of bills of lading, railway receipt and/or other documents of title to the goods must be passed through an Authorized Dealer in Foreign Exchange. In no case may they be dispatched direct without prior special/general authority in writing of the State Bank of Pakistan.

An incorrect declaration on this form constitutes an offence under Foreign Exchange Regulation Act, 1947 (VII of 1947).

I/We, the undersigned hereby declare that I/We am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following columns are true and that the invoice value declared in column 3 in case of firm contract is full value as contracted with the buyers/in case of consignment sale is a fair value of goods which are being shipped on consignment sale. I/We undertake that I/We shall deliver to the bank mentioned above the foreign exchange proceeds resulting from the export of these goods on the due date for payment or within six months from the date of shipment/dispatch whichever is earlier. In the event of consignment sale we undertake to furnish to the above bank a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import or any other documents required by the State Bank of Pakistan. I/We declare that nothing material or relevant to the information given in this Form has been omitted or suppressed and whatever is stated herein is true to my/our knowledge and belief.

I/We undertake to submit the duplicate and triplicate copies of this form to the Authorized Dealer whose name appears above within fourteen days of shipment alongwith documents for negotiation/for sending on collection.

GOODS with full details and quality as identifiable with the Market Reports	QUANTITY Bales, Bundles, Pieces Maunds, Tons, Lbs, Kgms, Cases etc.	Invoice value of goods (State currency and terms i.e. CIF/C&F/FOB)	Terms of Sale i.e. Firm Contract or Consignment Sale	Port/Station and country of destination	Name and address of the importer/ consignee
1	2	3	4	5	6
		TERMS			
Name of carrying Steamer/Air Coy/ Truck Co./Railway/ Post Office	Bill of Lading/Airway Bill/Railway Receipt/ Post Parcel Receipt/ Truck Receipt No.	Value declared on documents listed in Column 8.	Port of Shipment/ Post Office of despatch	Land Custom Post	
7	8	9	10	11	

Name (Block Letters).....Phone No. ....

Full Address .....

(Stamp and Authorized Signature of Exporter)  
(Contd.)

**CERTIFICATE OF AUTHORIZED DEALER**

Certified that the above exporter(s) is/are known to us, that he/they is/are bonafide businessman/businessmen in Pakistan and that he/they has/have made arrangements with us for the realization of the export proceeds, of the goods declared on this form, on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No. FE 3/2001-SB dated the 28th September, 2001 and that we are satisfied with said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and credentials etc.

\*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No. FE 3/2001-SB dated the 28<sup>th</sup> September, 2001. In the event of non-compliance due to reasons beyond our control we shall furnish to the State Bank of Pakistan a full explanation as to the reasons and circumstances resulting in our inability to comply.

\*We undertake that in the event of non-realization of export proceeds against shipment on consignment sale within the stipulated period of six months, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a full explanation as to the circumstances resulting in non-realization. We further undertake that in the event of short realization, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

\*(Strike out the portion not applicable and authenticate with initials)

Date.....

.....  
(Stamp and Signature of Authorized Dealer)

(Contd)

**CERTIFICATE BY AUTHORIZED DEALER IN PAKISTAN**

We certify that in accordance with method No.....as indicated below:-

- (1) the full proceeds of the export detailed on this form have been received.
- (2) the sale proceeds of the goods sold on consignment basis as per Account Sale attached to this form have been received .

	Amount
(1) In Pak Rupees from a Non-Resident Bank A/c.	.....
(2) In Foreign Currency .....	.....
(State Currency)	

Date.....

.....  
(STAMP AND SIGNATURE OF AUTHORIZED DEALER)

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**CODING OF THE TRANSACTION BY AUTHORIZED DEALER/STATE BANK OF PAKISTAN**

	(For SBP use only)						
Shipment date .....							
Country of Destination.....							
Commodity.....							
Amount in figures....							
Quantity							
(Lbs/Tons/Maunds/Bales/Pieces/Bundles/Kgms)							
	(For SBP use only)						
BL/RR/AWB/PPR/TR. No.							

Date.....

.....  
STAMP AND SIGNATURE OF AUTHORIZED DEALER/STATE BANK

**QUADRUPLICATE**

FOR AUTHORIZED DEALER'S RECORD

**FORME**(For Exports)  
Serial No. xyz000000Declaration to be furnished by exporters pursuant to section 12(1) of the  
Foreign Exchange Regulation Act, 1947 read with government notifications  
No. 1(6)-ECS/48 and No. 1 (7)-ECS/48 both dated the 1st July, 1948.

If the applicant is income tax payer, please indicate:

G.I. R. No. ....  
and the Income Tax Circle .....If the applicant is not an income tax payer,  
the word 'Nil' should be clearly stated.CNIC  
No.

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Place of issue .....

Date of issue .....

of the authorized representative of exporter signing the form.

Name and address of the Authorized Dealer .....

Documents covering the goods below including full set of bills of lading, railway receipt and/or other documents of title to the goods must be passed through an Authorized Dealer in Foreign Exchange. In no case may they be dispatched direct without prior special/general authority in writing of the State Bank of Pakistan.

An incorrect declaration on this form constitutes an offence under Foreign Exchange Regulation Act, 1947 (VII of 1947).

I/We, the undersigned hereby declare that I/We am/are the sellers/consignors of the goods described below in respect of which this declaration is made out and that the particulars given in the following columns are true and that the invoice value declared in column 3 in case of firm contract is full value as contracted with the buyers/in case of consignment sale is a fair value of goods which are being shipped on consignment sale. I/We undertake that I/We shall deliver to the bank mentioned above the foreign exchange proceeds resulting from the export of these goods on the due date for payment or within six months from the date of shipment/dispatch whichever is earlier. In the event of consignment sale we undertake to furnish to the above bank a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import or any other documents required by the State Bank of Pakistan. I/We declare that nothing material or relevant to the information given in this Form has been omitted or suppressed and whatever is stated herein is true to my/our knowledge and belief.

I/We undertake to submit the duplicate and triplicate copies of this form to the Authorized Dealer whose name appears above within fourteen days of shipment alongwith documents for negotiation/for sending on collection.

GOODS with full details and quality as identifiable with the Market Reports	QUANTITY Bales, Bundles, Pieces Maunds, Tons, Lbs, Kgms, Cases etc.	Invoice value of goods (State currency and terms i.e. CIF/C&F/FOB)	Terms of Sale i.e. Firm Contract or Consignment Sale	Port/Station and country of destination	Name and address of the importer/ consignee
1	2	3	4	5	6
		TERMS			
Name of carrying Steamer/Air Coy/ Truck Co./Railway/ Post Office	Bill of Lading/Airway Bill/Railway Receipt/ Post Parcel Receipt/ Truck Receipt No.	Value declared on documents listed in Column 8.	Port of Shipment/ Post Office of dispatch	Land Custom Post	
7	8	9	10	11	

Name (Block Letters).....Phone No. ....

Full Address .....

(Stamp and Authorized Signature of Exporter)

(Contd.)

### CERTIFICATE OF AUTHORIZED DEALER

Certified that the above exporter(s) is/are known to us, that he/they is/are bonafide businessman/businessmen in Pakistan and that he/they has/have made arrangements with us for the realization of the export proceeds, of the goods declared on this form, on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No. FE 3/2001-SB dated the 28th September, 2001 and that we are satisfied with said arrangements. We have also satisfied ourselves about the bonafides of the importers/consignees abroad and credentials etc.

\*We undertake to ensure that export proceeds against shipment on firm contract shall be received by us on the due date for payment or within six months from the date of shipment/posting, whichever is earlier, in accordance with the State Bank's Notification No. FE 3/2001-SB dated the 28<sup>th</sup> September, 2001. In the event of non-compliance due to reasons beyond our control we shall furnish to the State Bank of Pakistan a full explanation as to the reasons and circumstances resulting in our inability to comply.

\*We undertake that in the event of non-realization of export proceeds against shipment on consignment sale within the stipulated period of six months, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a full explanation as to the circumstances resulting in non-realization. We further undertake that in the event of short realization, we shall obtain from the exporter(s) and furnish to the State Bank of Pakistan a fully documented account sale certified by the consignees/Chamber of Commerce of the country of import.

\*(Strike out the portion not applicable and authenticate with initials)

Date.....

.....  
(Stamp and Signature of Authorized Dealer)

(Contd)

**CERTIFICATE BY AUTHORIZED DEALER IN PAKISTAN**

We certify that in accordance with method No.....as indicated below:-

- (1) the full proceeds of the export detailed on this form have been received.
- (2) the sale proceeds of the goods sold on consignment basis as per Account Sale attached to this form have been received .

	Amount
(1) In Pak Rupees from a Non-Resident Bank A/c.	.....
(2) In Foreign Currency .....	.....
(State Currency)	

Date.....

(STAMP AND SIGNATURE OF AUTHORIZED DEALER)

---

**CODING OF THE TRANSACTION BY AUTHORIZED DEALER/STATE BANK OF PAKISTAN**

	(For SBP use only)								
Shipment date .....									
Country of Destination.....									
Commodity.....									
Amount in figures....									
Quantity									
	(Lbs/Tons/Maunds/Bales/Pieces/Bundles/Kgms)								
								(For SBP use only)	
BL/RR/AWB/PPR/TR. No.									

Date.....

STAMP AND SIGNATURE OF AUTHORIZED DEALER/STATE BANK



**STATEMENT SHOWING CASES OF NON-SUBMISSION  
OF EXPORT DOCUMENTS  
FOR THE MONTH OF.....**

**NAME OF AUTHORIZED DEALER WITH BRANCH**

Sl. No.	Name of the Party	Form 'E' No. & date	Commodity	Destination	Value	Remarks
------------	-------------------	------------------------	-----------	-------------	-------	---------

Date.....

Stamp & Signature  
of the Authorized Dealer

FORM OF AUTHORIZED DEALER'S CERTIFICATE TO  
BE PRODUCED BY THE EXPORTER TO CARRIERS

CERTIFIED THAT shipment against "E" Form No. ....

dated ..... by M/s. ....

(Name and address of the exporter)

to M/s. ....

(Name and address of the importer)

is being made against irrevocable Letter of Credit/Advance Payment and there is no objection to  
the Railway Receipt/Bill of Lading/Airway Bill/Truck Receipt and other documents of title to  
cargo being drawn to order or to the order of .....

\*(Opening bank/importer/exporter)

STAMP & SIGNATURE OF THE  
AUTHORIZED DEALER.

\*Strike out whichever is not applicable.

NAME OF EXPORTER.....

ADDRESS.....

**STATEMENT OF REALIZATION OF EARNINGS AGAINST EXPORT  
OF SOFTWARE FOR THE MONTH OF.....**

Sl. No.	Name/address of overseas buyer	Details of contract	Amount of the contract	Value of exports	Amount repatriated to Pakistan	Date & Name of AD through which proceeds realized
1	2	3	4	5	6	7

Total      \_\_\_\_\_  
                                 \_\_\_\_\_

Note:- Please attach proceeds realization certificates.

Date.....

Signature \_\_\_\_\_

NAME OF AUTHORIZED DEALER .....

**ADVANCE PAYMENT**

CURRENCY .....

Name and address of Exporter. ....

Name and address of Importer .....

Export of .....  
 (Description of goods to be exported)

to .....

Amount.....

*Date .....*

*(Stamp and Signature of the beneficiary of the remittances)*

*Date .....*

*(Stamp and Signature of the Authorized Dealer)*

**FORM OF APPLICATION FOR ENCASHMENT OF FOREIGN  
EXCHANGE FOR PAYMENT FOR GOODS TO BE EXPORTED**

To:

.....  
.....  
.....  
.....

Dear Sir,

I/We hereby tender foreign currency draft/travelers cheques for .....  
(amount of foreign currency)  
for encashment. The Rupee proceeds may be paid to .....  
(Name and address of the seller)  
towards payment of cost of .....  
(broad description of commodity)  
which I/we have contracted to purchase from them.

Yours faithfully,

Name:  
Nationality:  
Passport No. and  
date of its issue  
Foreign Address:

Date .....

Certified that Rs. .... ( Rupees .....only)

being the equivalent of .....  
(Amount of foreign currency)

encashed by ..... holding Passport No. ....  
(Name)

issued at ..... on ..... has been credited\*/passed  
(Place) (Date)

on to ..... for credit to the  
(Name of the bank)

account of ..... as payment for export  
(Name of the seller)

of ..... to .....  
(Commodity) (Name and address of the foreign buyer)

Date: .....

AUTHORIZED SIGNATURE & STAMP

---

\* delete whichever is not applicable.

Name and address of the  
Exporters.

.....

**FORM OF THE EXPORT PROCEEDS REALIZATION CERTIFICATE  
TO BE FURNISHED BY THE AUTHORIZED DEALERS**

Export Form No.	Description of commodity exported.	B/L No. and Date and country of destination.	No. and date of invoice with value.	Amount Realized		Date of Realization	1. Freight 2. Commission 3. Insurance	Net FOB Value		Date of submission of triplicate copy/copies to the SBP	Reference of the Schedule/Statement in which transaction has been or will be reported to the SBP
				Foreign Currency	Pakistan Rupees.			Foreign Currency	Pakistan Rupees.		
1	2	3	4	5		6	7	8		9	10

**For use of the State Bank of Pakistan.**

\* Checked and found correct.

\* Countersigned subject to detailed postfacto check on receipt of the relevant  
schedule/Statement from the Authorized Dealer concerned.

.....  
*Signature with data and Seal.*

\* Strike out whichever is not applicable.

.....  
*Signature of Authorized Dealer with Seal and Date.*

The Sr. Joint Director/Joint Director/Deputy Director,  
Foreign Exchange Operations Department  
SBP-Banking Services Corporation

---

Dear Sir,

In consideration of the State Bank of Pakistan agreeing to countersign the duplicate proceeds realization certificate to be issued to us against 'E' Form No. .... the original of which has been lost/misplaced, we do hereby agree to hold the said State Bank of Pakistan, its successors and assignees harmless and indemnified from and against all consequences that may arise from its so doing and from the utilization of the original proceeds realization certificate in question either before or after the issuance of the duplicate thereof, and from and against losses, charges and expenses in connection with the same. We further undertake to deliver to you the said proceeds realization certificate if and when the same is found.

2. It may, however, be noted that our liability in the above particular case shall not ordinarily exceed double the amount of the import license obtained there against and for which we do hereby unconditionally authorize the State Bank of Pakistan to deduct double the amount of the face value of the relative export performance license from the future Export Proceeds Realization certificate in respect of the concerned exporter and to authenticate the same for the balance amount only available thereafter and to recover from us all the expenses and damages borne by State Bank of Pakistan in this connection.

Dated the ..... day of .....

.....  
(Authorized Dealer)  
Bank Common Seal



(NAME OF THE BANK)

(U.S. Dollars in Round Thousand)

**STATEMENT FOR THE MONTH ENDED ..... SHOWING THE PARTICULARS OF  
PROCEEDS STILL TO BE REALIZED AGAINST EXPORT BILLS HELD BY  
AUTHORIZED DEALERS IN PAKISTAN**

	Foreign Currency Bills		Pak Rupee Bills		Total
	Sight Bills.	Usance Bills	Sight Bills.	Usance Bills	
1. Export proceeds due against bills accepted from customers on collection basis.					
2. Export Bills Purchased from customers for which proceeds not yet credited to Authorized Dealer's account abroad.					
3. TOTAL OUTSTANDING EXPORT BILLS.					
BREAK-UP OF OUTSTANDINGS.					
4. <b>Overdue bills</b> Actual amount outstanding to be realized on overdue bills					
5. <b>Bills not yet matured for payment</b> (a) Bills eligible for re-discounting with State Bank of Pakistan but held by the Bank. (b) Other bills held by the Bank.					
6. TOTAL					

Note:- Item No. 3 should be equal to item No. 6

Place .....

Date .....

(Stamp and Signature of Authorized Dealer)

**STATEMENT SHOWING PARTICULARS OF ALL EXPORT BILLS OUTSTANDING BEYOND  
THE PRESCRIBED PERIOD OF REALIZATION AS AT.....**

To be submitted in duplicate  
for each Exchange  
Area Office separately.

Sr. No.	Today	E-Form Number	Commodity Code	Unit of Measure	Quantity	Currency Code	Invoice Value	Sales Terms	Dest-City	Dest Country Code	Shipment City	Shipment Date	Due-Date
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Total Amount Realized with in Date	Actual Outstanding Amount	Outstanding Amount in Pak. Rs.	Exporter Name & Address	Exporter National Tax No.
15	16	17	18	19

- (i) Exporter-wise totals/grand totals should be given.
- (ii) Advance remittances and part realizations should be shown in column '9' and the balance shown as outstanding in column '10'.
- (iii) Appropriate remarks in all cases where extension in time is granted by State Bank of Pakistan for realization of overdue export should be made in the remarks column.

Certified that the above information is in respect of all overdue outstanding bills handled by all branches of .....  
located in Exchange Area Office ..... (Name of Authorized Dealer)

Place .....  
Date.....

(Stamp & Signature of Authorized Dealer)  
Countersigned by Head/Principal Office

**STATEMENT SHOWING PARTICULARS OF OVERDUE EXPORT CASES CLOSED  
DURING THE MONTH OF.....**

To be submitted in duplicate  
for each Exchange  
Area Office separately.

Sr. No.	Today	E-Form Number	Commodity Code	Unit of Measure	Quantity	Currency Code	Invoice Value	Sales Terms	Dest-City	Dest Country Code	Shipment City	Shipment Date	Due-Date
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Total Amount Realized with in Date	Actual Outstanding Amount	Outstanding Amount in Pak. Rs.	Exporter Name & Address	Exporter National Tax No.
15	16	17	18	19

Place .....  
Date.....

(Stamp & Signature of Authorized Dealer)  
Countersigned by Head/Principal Office



Date : \_\_\_\_\_

**EXPORT PERFORMANCE REPORT**

Name of the Exporter \_\_\_\_\_  
Address\_\_\_\_\_

To:  
The \_\_\_\_\_ (Name of AD)  
Address\_\_\_\_\_  
\_\_\_\_\_

We request you to kindly confirm our export performance as per Schedule appended for submission to State Bank of Pakistan for availing 50% commission for retaining in our foreign currency account on additional export performance on 10% over the previous year.

Total export earnings July to June 20...20... (Previous year)		Total export earnings July to June 20...20... (Current year)		Amount paid as Commission	Amount retained in FCA	Net export earnings	Remarks
Foreign Currency	Equivalent US \$	Foreign Currency	Equivalent US \$				

We confirm that the above statement is correct.

We certify that the export performance of the above exporter  
routed through our bank.

Signature and Seal of the Exporter\_\_\_\_\_

Name of Authorized Dealer \_\_\_\_\_  
Signature of the Officer\_\_\_\_\_  
Seal of the Officer \_\_\_\_\_  
Date \_\_\_\_\_

CONSOLIDATED STATEMENT OF THE EXPORT PERFORMANCE

Name of the Exporter/Group \_\_\_\_\_

To,  
The Director,  
Foreign Exchange Operations Department,  
SBP-Banking Services Corporation,  
Head Office,  
Karachi.

S. No.	Name of the AD/Branch	Exporters' Name	Net Export Earnings-July to June 20...20... (Previous year)		Net Export Earnings-July to June 20...20... (Current year)		Net Increase/Decrease	Remarks
			Foreign Currency	Equivalent U.S. \$	Foreign Currency	Equivalent U.S. \$		

Statement as per Annexure ‘A’ enclosed in original. We confirm that the total performance of Exports has been undertaken with the ADs mentioned above and the same have also been verified by the banks concerned. The said export proceeds have also been reported/realized.

In view of the above undertaking/confirmation, we the \_\_\_\_\_ Exporter/Group are entitled for the 50% retention of export proceeds in our foreign currency account maintained with \_\_\_\_\_ in terms of F.E. Circular No. \_\_\_\_\_ dated \_\_\_\_\_ which may please be allowed to be retained by us in our foreign currency account from our export proceeds.

\_\_\_\_\_  
Exporter/Group

**STATE BANK OF PAKISTAN**  
**Exchange Policy Department**  
**KARACHI**

No. \_\_\_\_\_

Dated \_\_\_\_\_

The Manager  
 \_\_\_\_\_ Bank Limited  
 \_\_\_\_\_

Dear Sir,

**PRIVATE COMMODITY EXCHANGE ARRANGMENT A/C**

M/s. \_\_\_\_\_ have entered into a Commodity Exchange Agreement (CEA) dated \_\_\_\_\_ with M/s. \_\_\_\_\_ of \_\_\_\_\_ and have nominated you as their bankers to maintain the proforma account and handle trade transactions under the above Agreement. You are, therefore, permitted to certify Form 'E' for export transactions. This permission is subject to adherence and compliance of the following conditions: -

1. Exporter shall fill in the complete set of the form 'E' in quadruplicate. Each copy shall be branded as under:-

“Shipment under Commodity Exchange Agreement dated \_\_\_\_\_ approved by the State Bank of Pakistan vide letter No. \_\_\_\_\_ dated \_\_\_\_\_.”

2. The certificate to be given by the Authorized Dealers on page 2 of the Form 'E' shall be substituted by the following wordings:-

“Certified that the above exporter(s) is/are known to us, that he/they are bonafide businessman/businessmen in Pakistan and that he/they has/have made their own arrangement to realize the export proceeds of the goods declared on the form on the due date for payment or within the period prescribed by the State Bank, whichever is earlier, either through the import of goods from the country of import or in convertible foreign currency.”

3. The documents i.e. Bills of Lading, Airway Bills, Railway Receipts, Truck Receipts or any other documents of title to cargo shall be issued to the order of the exporter or the foreign counter-party. The exporter shall also make his own arrangement to dispatch the documents to consignees. The instructions contained in Para 11 Chapter 12 of the Manual ibid shall be deemed to have been rescinded in this case.
4. Similarly, it will be in order for the party in Pakistan to import the goods and to receive the import documents directly from the counter-party. On clearance of the goods, the value of documents as assessed by Customs shall be entered in the account.
5. You will also issue the freight certificate prescribed in para 32 Chapter 12 of the Foreign Exchange Manual for production to the carrier.
6. The exporter shall present a copy of the export invoice alongwith the duplicate and triplicate copies of the 'E' form and a non-negotiable copy of the bill of lading/airway bill etc. to you within a week of the shipment. These documents will be retained by you and necessary entry made in the proforma account. Similarly, he will submit a copy of the import invoice, bill of lading and bill of entry on the basis of which the entry will be passed by you in the proforma account.
7. You will submit a monthly statement in respect of each CEA duly supported by attachments to the Joint Director, Exchange Policy Department, State Bank of Pakistan, \_\_\_\_\_ on the prescribed format (Appendix V-25) in duplicate.

Yours faithfully,

(                      )  
p.Director



(To be submitted in duplicate)

**PRIVATE COMMODITY EXCHANGE ACCOUNT UNDER THE AGREEMENT  
DATED ..... BETWEEN**

\_\_\_\_\_ and \_\_\_\_\_  
 (Party in Pakistan) (Foreign party)  
 STATEMENT FOR THE MONTH OF \_\_\_\_\_ CURRENCY \_\_\_\_\_  
 UNDER SBP APPROVAL NO. \_\_\_\_\_ DATED \_\_\_\_\_

**DEBITS (EXPORTS)**

Date of Shipment	Form 'E' Number	Invoice Value	Description of goods	Code Number	Destination	Country Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)

(NB: Duplicate Form 'E' and Invoice attached).

**CREDITS (IMPORTS)**

Value assessed by Customs	Date of Bill of Lading	Bill of Entry No. & date	Description of goods	Code No.	Country of export	Country code	Deptt. code
1	2	3	4	5	6	7	8

(NB: Photocopy of Invoice/Bill of Lading/Airway Bill and copy of Bill of Entry attached)

**SUMMARY SHOWING SETTLEMENT OF  
ACCOUNT DURING THE MONTH**

	<b>DR</b>	<b>CR</b>
Opening balance brought forward from the preceding month.	_____	_____
Exports made as detailed above.	_____	_____
Imports as detailed above.	_____	_____
Inward Remittance received as per attached Encashment Certificate(s).	_____	_____
CLOSING BALANCE	_____	_____
Coded		
For _____	For and on behalf of _____	
(Name of the Bank)	(Name of the Bank)	

**AUTHORIZED SIGNATORY  
(FOR USE IN THE STATE BANK)**

Total Export during the month \_\_\_\_\_ Total import during the month \_\_\_\_\_

\_\_\_\_\_  
Assistant Director/Deputy Director

The Director, Statistics & Data Warehouse Department, State Bank of Pakistan, Karachi.

INTERNET MERCHANT ACCOUNTS  
NAME OF THE BANK \_\_\_\_\_  
FOR THE MONTH OF \_\_\_\_\_

Sr. No.	Account Number	Account Holder/ Merchant Name	Date of Transaction	Country where goods/ services exported	Particulars of transaction	Date Funds Received	Amount in USD	Mode of payment Visa/Master Card	E Form Number	E Form Date
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.
G.Total										

Certified that the information given above is checked and found correct.

Authorized Signature

Authorized Signature

Information may be provided merchant wise.

The last date of submission is 7<sup>th</sup> working day of the succeeding month to which the said return relates.

REGISTRATION CERTIFICATE

"Name of Bank/Branch"

No. ....

Date .....

Certified that M/s. ....

(Name and address of the importers)

have registered with us on ..... , the following Contract/

(Day/Month/Year)

Purchase Order/Indent/Proforma invoice:

- (a) Number and date of Contract/Purchase Order/Indent/Proforma invoice.
- (b) Particulars of goods.
- (c) Name and address of suppliers.
- (d) Value of goods to be imported.
- (e) Last date for shipment.

*Signature and Stamp of Authorized Official*



## NAME OF THE AUTHORIZED DEALER

Statement Showing the Details of Advance Payment against Import Invoice upto US\$ 10,000 made under Para-30(ii), Chapter 13 of FE Manual

For the quarter ended.....

Sr. No.	Name of Importer	Address of Importer	Form 'T' No.	Amount Remitted (Equivalent USD)	Conversion Rate	Amount in PKR	Date of Remittance	Amount Repatriated (Equivalent USD)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Amount Outstanding (Equivalent USD)	Amount in PKR	Due Date for Submission of Import Documents	Actual Date of Submission	Late Submission (No of Days from the date of remittance)	Amount of Penalty Recovered	Date of Recovery	Remarks (if any)
(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)

**Authorized Signatory**  
(Name and Designation with seal)

Note: Bank's letterhead should be used for submission of above return.

(To be submitted in duplicate)

The Deputy Director/Joint Director/Sr. Joint Director,  
Foreign Exchange Operations Department  
SBP-Banking Services Corporation,  
.....

Dear Sir,

Our ref. No. \_\_\_\_\_

Dated \_\_\_\_\_

We request you to allow \_\_\_\_\_  
(Name of the Authorized Dealer with Branch)  
to establish letter of credit/register contract with respect to following import:-

1. Name of the Department against whose foreign exchange allocation the L/C is to be established or contract registered. \_\_\_\_\_
2. Value for which L/C is to be established/contract registered. \_\_\_\_\_  
(Foreign Currency)
3. Rupee equivalent of foreign currency amount given at item (2) above to be debited to our cash foreign exchange allocation. \_\_\_\_\_  
\*(amount in rupees to be debited to Foreign Exchange Allocation)
4. Last date of shipment \_\_\_\_\_
5. Commodity's H.S. Code No. \_\_\_\_\_

Yours faithfully,

For & on behalf of \_\_\_\_\_  
(Importing Deptt.)

\_\_\_\_\_  
(Name with designation  
of Authorized Officials)

SBP-Banking Services Corporation  
Foreign Exchange Operations Department

No. \_\_\_\_\_/ \_\_\_\_\_

Date: \_\_\_\_\_

Registration No.

--	--	--	--	--

DD/JD/SJD

\*To be filled in by SBP-Banking Services Corporation while giving clearance. For conversion, exchange rate ruling on the date of clearance shall apply.

.....  
(Bank/Branch)

No. \_\_\_\_\_

Dated \_\_\_\_\_

Certified that freight amounting to Rs. .... is payable in Pakistan as indicated in \*Bill of Lading/\*Airway Bill No. .... dated ..... in respect of ..... imported by M/s. .... (description of imported goods) (importers) from ..... as per \*S.S./M.V. .... (name/address of sellers) \* ..... against \*letter of credit No. .... dated ..... /\*Contract No. .... dated ..... registered by us vide registration No. .... dated .....

\*\*The relative freight invoice No. .... dated ..... is attached herewith.

Signature & Name/Designation of  
Authorized Official with Bank's  
Stamp/Seal.

\*Strike out which is not applicable.  
\*\*Delete, if inapplicable.

The Deputy Director/  
Joint Director/Sr. Joint Director,  
Foreign Exchange Operations Department,  
SBP-Banking Services Corporation,  
.....

No. ....

Dated .....

Dear Sir,

We hereby authorize the SBP-BSC (Bank) to charge the amount of Rs. ....

..... representing  
(Amount in words)

freight to be paid to M/s. .... for  
(Name of the carrier company)

transportation of goods per s.s./m.v. ....  
(Name of the vessel)

arriving/arrived on ..... to foreign exchange allocation of .....

for the fiscal year .....

Yours faithfully

*Signature* .....

*Designation* .....



**FORM OF UNDERTAKING****(To be furnished by the importer for making advance remittances for import)**

In consideration of the Authorized Dealer.....  
 permitting me/us an advance remittance of.....to.....  
 ..... I/we hereby undertake that the  
 amount so remitted by me/us will be used solely for the purpose of payment for the goods described  
 below to be imported into Pakistan from .....in accordance  
 with the regulations in force regarding such imports. I/we declare that the goods will be so imported  
 by me/us on or about..... and I/we  
 undertake to produce to my Authorized Dealer documentary evidence in respect of goods so  
 imported including the Exchange Control copy of the Customs Bill of Entry and suppliers' invoice  
 in original. I/We further declare that the amount paid by me/us in advance will be deducted from the  
 C&F Invoice value of the goods imported and that the deduction will be shown on the invoice. Further,  
 I/we undertake that in case goods are not received for any reason within the period of four months, the bank  
 as well as I/we will ensure repatriation of the advance payment back.

Name and address of the supplier	Invoice value of goods	Quantitative description of goods	Country of origin
-------------------------------------	------------------------	---	-------------------

---

 Name of the importer .....

 Address.....  
 .....

 .....  
*Stamp and Signature of the importer.*

 .....  
*(Stamp and Signature of Authorized Dealer)*

Date.....

**Application for permission under the Foreign Exchange  
Regulation Act, 1947 to purchase Foreign Exchange  
for payment of Imports**

If the Importer is income-tax payer, please indicate:-

Serial No. XYZ 000000

G.I.R. No.....

and the Income tax Circle.....

If the Importer is not an income-tax payer,  
the word 'Nil' should be clearly stated.

Name &amp; address of

Authorized Dealer.....

CNIC No.

Place of issue .....

Date of issue .....

If the applicant/remitter is a corporate body, the word 'Nil'  
should be clearly stated.

Sales Tax Registration No.....

I/We the undersigned hereby apply for permission to remit for payment of import as detailed below:-

Amount in words and figures (state currency).....

Beneficiary's name and address	Indentor's name and Registration No.

Description of goods	ITC No.	Quantity	Port of shipment	Steamer/Airline/Truck Company/By Post

Date of shipment	Invoice value in foreign Currency (FOB/C & F)

1. I/We declare :-

- that the above payment is due and that I/we have not already obtained exchange for payment of these goods nor have I/we made any other application for that purpose;
- that the amount of foreign exchange mentioned above represents the correct prevailing market price for these goods on the date of contract in the country of export;
- that I/we am/are neither connected with the exporters abroad directly or indirectly nor do I/we have any financial or other interest in the exporters abroad.

(Contd.)

2. I/We undertake that the remittance being made shall be utilized for the above import and I/We shall clear the goods for consumption in Pakistan within four months from the date of this application.
3. I/We solemnly declare that the statements made in this application are true to the best of my/our knowledge and belief and I/We assume full responsibility for complying with the provisions of the Foreign Exchange Regulation Act, 1947 and rules, orders and directions made or issued thereunder.

Name (Block Letters) .....  
Full Address .....  
.....Phone No.....

Stamp & signature of the importer  
(To be signed by the Importer or his  
Authorized Agent)

---

**TO BE COMPLETED BY THE AUTHORIZED DEALER**

1. We hereby certify that the statements made by the applicant in this form are to the best of our knowledge correct and that we have seen documentary evidence in support thereof.
2. The remittance has been made in accordance with method of payment as per existing Foreign Exchange Regulations.

Dated .....

Stamp & Signature of Authorized Dealer

(Contd.)

(Valid for 30 days from the date of approval)  
**STATE BANK OF PAKISTAN CERTIFICATE OF APPROVAL (if required)**

Approved for .....

(Amount in words and figures)

Approval No. .... Date .....

SEAL AND SIGNATURE

**CODING OF THE TRANSACTION BY AUTHORIZED DEALER/STATE BANK**

--	--	--	--	--

(For SBP use only)

Country from where goods are imported .....

Commodity .....

X	X	O			

Department on whose account payment is effected .....

Amount in figures

--	--	--	--	--	--	--	--	--	--

Amount in words .....

Quantity

--	--	--	--	--	--	--	--

(Lbs/Tons/Maunds/Bales/Pieces/Bundles/Kgms)

--	--

(For SBP use only)

BL/RR/AWB/PPR/TR. No.

--	--	--	--	--	--	--	--

Date .....

SIGNATURE & STAMP OF AUTHORIZED DEALER/STATE BANK

**NOTES FOR IMPORTERS:**

(PLEASE READ CAREFULLY)

- (a) 'I' Forms are serially numbered and are in sets of four forms in each. The importers should complete and sign the first three copies of the forms and hand them over to the Authorized Dealer (Bank) through whom the remittance is being made without separating the individual copies.
- (b) The attention of importers is drawn to sub-section 3 of Section 4 of the Foreign Exchange Regulation Act, 1947. Exchange sanctioned for a particular purpose must be utilized for that purpose only and all conditions attaching to the sanction must be complied with. If any of the prescribed conditions cannot be fulfilled, and as a result the exchange cannot be utilized in whole or in part for the purpose for which it was sanctioned, the unutilized amount must immediately be refunded through an Authorized Dealer.

(For imports only)

## Application for permission under the Foreign Exchange Regulation Act, 1947 to purchase Foreign Exchange for payment of Imports

**Serial No. XYZ 000000**

and the Income tax Circle.....

CNIC No.					-						-
----------	--	--	--	--	---	--	--	--	--	--	---

Place of issue .....

Date of issue .....

If the applicant/remitter is a corporate body, the word 'Nil' should be clearly stated.

Sales Tax Registration No.....

Name & address of  
Authorized Dealer .....

I/We the undersigned hereby apply for permission to remit for payment of import as detailed below:-  
Amount in words and figures (state currency).....

Beneficiary's name and address	Indentor's name and Registration No.

Description of goods	ITC No.	Quantity	Port of shipment	Steamer/Airline/Truck Company/By Post

Date of shipment	Invoice value in foreign Currency <b>(FOB/C &amp; F)</b>

2

1. I/We declare :-
  - (a) that the above payment is due and that I/we have not already obtained exchange for payment of these goods nor have I/we made any other application for that purpose;
  - (b) that the amount of foreign exchange mentioned above represents the correct prevailing market price for these goods on the date of contract in the country of export;
  - (c) that I/we am/are neither connected with the exporters abroad directly or indirectly nor do I/we have any financial or other interest in the exporters abroad.
2. I/We undertake that the remittance being made shall be utilized for the above import and I/We shall clear the goods for consumption in Pakistan within four months from the date of this application.
3. I/We solemnly declare that the statements made in this application are true to the best of my/our knowledge and belief and I/We assume full responsibility for complying with the provisions of the Foreign Exchange Regulation Act, 1947 and rules, orders and directions made or issued thereunder.

Name (Block Letters) .....  
Full Address .....  
.....Phone No.....

Stamp & signature of the importer  
(To be signed by the Importer or his  
Authorized Agent)

---

**TO BE COMPLETED BY THE AUTHORIZED DEALER**

1. We hereby certify that the statements made by the applicant in this form are to the best of our knowledge correct and that we have seen documentary evidence in support thereof.
2. The remittance has been made in accordance with method of payment as per existing Foreign Exchange Regulations.

Dated .....

Stamp & Signature of Authorized Dealer

(Contd.)

(Valid for 30 days from the date of approval)  
**STATE BANK OF PAKISTAN CERTIFICATE OF APPROVAL (if required)**

Approved for .....  
 (Amount in words and figures)  
 Approval No. .... Date .....

SEAL AND SIGNATURE

---

Exchange Control copy(ies) of Customs Bills of Entry for consumption in Pakistan or Certified Invoice(s) listed below covering the full quantity of goods specified on the reverse have been found in order and processed in the light of instructions issued by State Bank.

PARTICULARS OF CUSTOMS BILL(S)  
 OF ENTRY FOR CONSUMPTION  
 OR CERTIFIED INVOICE(S)

<u>Index No.</u>	<u>Date</u>	<u>Details of goods covered</u>
------------------	-------------	---------------------------------

Date.....

(Note: To be filled in if applicable)

SIGNATURE AND STAMP OF AUTHORIZED DEALER

---

NOTES FOR IMPORTERS :

(PLEASE READ CAREFULLY)

- (a) 'I' Forms are serially numbered and are in sets of four forms in each. The importers should complete and sign the first three copies of the forms and hand them over to the Authorized Dealer (Bank) through whom the remittance is being made without separating the individual copies.

Exchange sanctioned for a particular purpose must be utilized for that purpose only and all conditions attaching to the sanction must be complied with. If any of the prescribed conditions cannot be fulfilled, and as a result the exchange cannot be utilized in whole or in part for the purpose for which it was sanctioned, the unutilized amount must immediately be refunded through an Authorized Dealer.

(For imports only)

Dealer's record.

**Serial No. XYZ 000000**

G.I.R. No.....

CNIC No. 

					-						-	
--	--	--	--	--	---	--	--	--	--	--	---	--

Place of issue .....

Date of issue .....

If the applicant/remitter is a corporate body, the word 'Nil' should be clearly stated.

Sales Tax Registration No.....

Name & address of  
Authorized Dealer.....

I/We the undersigned hereby apply for permission to remit for payment of import as detailed below:-  
Amount in words and figures (state currency).....

Beneficiary's name and address	Indentor's name and Registration No.
--------------------------------	--------------------------------------

Description of goods	ITC No.	Quantity	Port of shipment	Steamer/Airline/Truck Company/By Post

Date of shipment	Invoice value in foreign Currency (FOB/C & F)

1. I/We declare :-
- (a) that the above payment is due and that I/we have not already obtained exchange for payment of these goods nor have I/we made any other application for that purpose;
- (b) that the amount of foreign exchange mentioned above represents the correct prevailing market price for these goods on the date of contract in the country of export;
- (c) that I/we am/are neither connected with the exporters abroad directly or indirectly nor do I/we have any financial or other interest in the exporters abroad.
- (Contd.)



2. I/We undertake that the remittance being made shall be utilized for the above import and I/We shall clear the goods for consumption in Pakistan within four months from the date of this application.
3. I/We solemnly declare that the statements made in this application are true to the best of my/our knowledge and belief and I/We assume full responsibility for complying with the provisions of the Foreign Exchange Regulation Act, 1947 and rules, orders and directions made or issued thereunder.

Name (Block Letters) .....  
Full Address .....  
.....Phone No.....

Stamp & signature of the importer  
(To be signed by the Importer or his  
Authorized Agent)

---

**TO BE COMPLETED BY THE AUTHORIZED DEALER**

1. We hereby certify that the statements made by the applicant in this form are to the best of our knowledge correct and that we have seen documentary evidence in support thereof.
2. The remittance has been made in accordance with method of payment as per existing Foreign Exchange Regulations.

Dated .....

Stamp & Signature of Authorized Dealer

(Contd.)

(Valid for 30 days from the date of approval)  
**STATE BANK OF PAKISTAN CERTIFICATE OF APPROVAL (if required)**

Approved for .....

(Amount in words and figures)

Approval No. .... Date .....

SEAL AND SIGNATURE

**CODING OF THE TRANSACTION BY AUTHORIZED DEALER/STATE BANK**

--	--	--	--	--

(For SBP use only)

Country from where goods are imported .....

Commodity .....

Department on whose account payment is effected .....

X	X	O			

Amount in figures

--	--	--	--	--	--	--	--	--	--

Amount in words .....

Quantity

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(Lbs/Tons/Maunds/Bales /Pieces/Bundles/Kgms)

(For SBP use only)

BL/RR/AWB/PPR/TR. No.

--	--	--	--	--	--	--	--	--	--

Date .....

SIGNATURE & STAMP OF AUTHORIZED DEALER/STATE BANK

**NOTES FOR IMPORTERS:**

(PLEASE READ CAREFULLY)

- (a) 'I' Forms are serially numbered and are in sets of four forms in each. The importers should complete and sign the first three copies of the forms and hand them over to the Authorized Dealer (Bank) through whom the remittance is being made without separating the individual copies.
- (b) The attention of importers is drawn to sub-section 3 of Section 4 of the Foreign Exchange Regulation Act, 1947. Exchange sanctioned for a particular purpose must be utilized for that purpose only and all conditions attaching to the sanction must be complied with. If any of the prescribed conditions cannot be fulfilled, and as a result the exchange cannot be utilized in whole or in part for the purpose for which it was sanctioned, the unutilized amount must immediately be refunded through an Authorized Dealer.

(For imports only)

# Application for permission under the Foreign Exchange Regulation Act, 1947 to purchase Foreign Exchange for payment of Imports

**Serial No. XYZ 000000**

[illegible]

Place of issue .....

Date of issue .....

Name &amp; address of

Authorized Dealer.....

Sales Tax Registration No.....

Amount in words and figures (state currency).....

Beneficiary's name and address	Indentor's name and Registration No.

Description of goods	ITC No.	Quantity	Port of shipment	Steamer/Airline/Truck Company/By Post

Date of shipment	Invoice value in foreign Currency <b>(FOB/C &amp; F)</b>

1. We hereby certify that the statements made by the applicant in this form are to the best of our knowledge correct and that we have seen documentary evidence in support thereof.
2. The remittance has been made in accordance with method of payment as per existing Foreign Exchange Regulations.
3. We undertake to submit the original copy of Form I when the documents are retired by the importer.

### Importer's particulars

Name (Block Letters) .....

Name (Block Letters) .....

Full Address .....

Full Address .....  
 .....Phone No.....

Dated.....

Stamp &amp; Signature of Authorized Dealer

(P.T.O)

**CODING OF THE TRANSACTION BY AUTHORIZED DEALER/STATE BANK**

	(For SBP use only)				
Country from where goods are imported .....					
Commodity .....	x	x	o		
Department on whose account payment is effected .....					
Amount in figures					
Amount in words .....					
Quantity					
	(Lbs/Tons/Maunds/Bales/Pieces/Bundles/Kgms)				(For SBP use only)
BL/RR/AWB/PPR/TR. No.					
Date .....					
SIGNATURE & STAMP OF AUTHORIZED DEALER/STATE BANK					

**FORM OF STATEMENT FOR DEPOSITING RUPEE EQUIVALENT OF THE  
FOREIGN CURRENCY UNDER AID/LOANS/CREDITS**

Name and address of the designated bank .....

(To be submitted in  
**quintuplicate**).

PA/Loan/Credit No. ....

Heads of Account to which the amount tendered is to be credited .....

Date .....

.....

Letter of Credit Number and date	Bill No.	Name and Address of Importer	SBP Authorization		Description of commodity	Carrier's name with the date of Bill of Lading	Bill Amount	Payment Abroad		
			No.	Date			Foreign Currency	Date of Disbursement/ Reimbursement	Rate	Rupee equivalent
1	2	3	4	5	6	7	8	9	10	11

Amount payable by the Importer			Difference between the amounts under Item No. 11 & 14 or amount of Penalty recovered	Amount of remuneration retained by the Bank	Net amount to be deposited by the bank after retaining remuneration pointed in column 16	Date of receipt of Documents in Pakistan	Date of Negotiation	Date of Deposit with the State Bank	Detailed reason for delay, if any, in depositing the amount
Date and number of forward contract	Rate	Amount in Rupees							
12	13	14	15	16	17	18	19	20	21

Bank .....

Running Sr. No. ....

Date.....

### STATEMENT OF MERCHANTING TRADE

Intermediary Trader .....

Special Foreign Currency Account No. (if applicable) .....

Value of goods shipped under  
L/C/Advance remittance (as per  
third country suppliers' invoice).....

Value of Documents retired under  
Back-to-Back L/C (as per  
Pakistani intermediary's invoice).....

Difference retained in Pakistan .....  
(amount) (Percentage)  
Commodity.....Tonnes.....

RECEIPTS			PAYMENTS		
Date of	Particulars	Amount	Date of	Particulars	Amount
Credit			Debit		
XXX	(a) Proceeds of L/C or Advance Remittance .....	.....	XXX	With-drawals (conver- sion in rupees)	
	(b) Interest accrued.....	.....		(a) L/C opening charges	.....
				(b) Intermediary commission	.....
				(c) Others	.....
			XXX	(d) Remittance for docu- ments retired under back-to-back L/C	.....
				(e) Balance converted in rupees	.....
Total		.....	Total		.....
Balance		NIL	Balance		NIL

For or on behalf of.....

PS: Copies of Proceeds Realization  
Certificate(s) enclosed.

**PROCEDURE FOR REPORTING REMITTANCES TO THE  
FOREIGN EXCHANGE OPERATIONS DEPARTMENT**

1. Inward remittance on account of proceeds of L/C /Advance remittance amounting to..... reported on Schedule 'J' with supporting Form 'R' at Sr. Number.....for the month of.....
2. Inward remittance on account of withdrawals/conversion into Pak. Rupees amounting to .....reported on Schedule 'J' duly supported by Form 'R' at Sr. No..... for the month of.....
3. Outward remittance amounting to .....reported at Sr. No..... on Schedule 'E-4' for the month of.....
4. The transaction for receipt and payments under this arrangement will be reported under Code No. 9961 and No. 1961 respectively supported by Form 'R' on Schedule 'J' and through separate covering statement on Schedule 'E-4'. Reporting as at items (1) and (3) will be required where foreign currency accounts procedure is **NOT USED while reporting as at item (2) required where foreign currency accounts procedure is used.**

NAME OF FOREIGN AIRLINE.....  
 COUNTRY OF ORIGIN.....  
**MONTHLY STATEMENT OF EARNINGS AND EXPENDITURE OF FOREIGN AIRLINES**  
**FOR THE MONTH OF .....**

(Amount in Rupees)

**1 Balance brought forward: -**

**RECEIPTS**

*2 Passage Collection for international routes*

- a) From residents in Pakistan
- b) From non-residents on travel
- c) Excess baggage collected
- d) Less: Refund

*3 Freight collection*

- a) On Exports
  - i) Receipt for the month
  - ii) Receipt (Payable at destination)
  - iii) Realization of freight on credit
- b) On Imports
- c) Less Refund

*4 Mail or courier charges*

*5 Inward remittances*

*6 Other receipts (Please specify)*

**7 Total (1+2+3+4+5+6)**

**PAYMENTS**

*8 Aviation Fuel supplied in Pakistan*

*9 Catering and other supplies on board*

*10 Repair of aircrafts*

*11 Crew expenses during transit stay  
in Pakistan( Hotel bill, transport, etc.)*

*12 Others (Agency Commission, office expenses,  
landing/handling charges, entertainment, advertisement, etc.)*

*13 Charter of Aircraft with crew*

**14 Total Payments (8+9+10+11+12)**

*15 Outstanding freight on Exports/Imports*

*16 Remittances allowed by the control*

**17 Net amount applied for remittances (7-14-15-16)**

**18 Amount remitted**

**19 Balance carried over (17-18)**



Monthly Statement of Earnings and Expenses of Foreign Shipping Companies

Foreign Shipping Company/ Agent Code

Name of Foreign Shipping Company

Principal (Foreign Shipping Line) Code

Name of Principal (Foreign Shipping Line)

Country Code

Country

Period (dd-Mon-yyyy)

31-Jan-15

Description	Code	Amount in PKR
No. of vessels handled during the month	20101	
1. Opening Balance - Credit	20102	0
1. Opening Balance - Debit	20103	0
<b>Earnings/Receipts</b>		
2. Freight Collection	20125	0
2.1. Freight on exports	20104	
2.2. Freight on imports	20105	
2.3. Mail or Courier Services to non-residents	20124	
3. Charter of ships/vessels with crew to Pakistan	20126	
4. Charter of ships/vessels without crew to Pakistan	20127	
5. Inward remittances	20106	
6. Other receipts/receivables	20107	
7. Total Earnings/Receipts	20108	0
<b>Expenses</b>		
8. Fuel purchased	20110	
9. Catering and other supplies on board	20128	
10. Repair of ships	20111	
11. Crew expenses during transit stay in Pakistan (hotel bill, transport,	20113	
12. Agency commission / Fee	20112	
13. Office expenses	20129	
14. Landing/ handling charges/port charges	20130	
15. Entertainment & advertisement	20131	
16. Charter of ship with crew for freight	20132	
17. Charter of ship without crew	20133	
18. Call centre services in Pakistan	20134	
19. Outsource services in Pakistan	20135	
20. Tax expenses in Pakistan	20136	
21. Other expenses	20137	
22. Less Refund	20138	
23. Total Expenses	20114	0
24. Net (earnings less expenses) (7-23)	20139	0
Amount available for repatriation	20115	0
25. Repatriation	20117	
26. Closing Balance - Credit	20118	0
27. Closing Balance - Debit	20119	0
<b>Memorandum Item:</b>		
28. Account receivable of foreign shipping line (Outstanding Position)	20140	0
28.1. Freight receivable on exports	20141	
28.2. Freight receivable on imports	20142	
28.3. Receivable on account of charter of ships/vessels with crew	20143	
28.4. Receivable on account of charter of ships/vessels without crew to Residents of Pakistan	20144	
28.5. Other receivable	20145	
29. Account payable of foreign shipping line (Outstanding Position)	20146	0
29.1. Payable for fuel, catering and other supplies	20147	
29.2. Payable for repair of Ship	20148	
29.3. Payable for charter of ship with crew	20149	
29.4. Payable for charter of ship without crew	20150	
29.5. Tax payable	20151	
29.6. Other payable	20152	

Append

**FORM OF STATEMENT OF PASSAGES SOLD/TICKETS ISSUED BY  
THE STEAMSHIP/AIRLINE COMPANY**

(1) Name and address of the Steamship/Airline Company ..... (2) Period .....

Sl. No.	Ticket No. and date of issue	Name of Traveler	Nationality and whether resident of Pakistan or non-resident	Date of Departure	Name of Ship or Airline	Destination to which travelling	Route of journey	Particulars of Passport/Pilgrim Pass			If sanction of State Bank obtained on form 'P' quote the reference of SBP's sanction	Amount	Remarks
								Date	No.	By whom granted			
1	2	3	4	5	6	7	8	9	10	11	12	13	14

I/We hereby declare that the passengers whose particulars are given above actually travelled on the dates shown in column No. 5 and the above passages have been properly recorded in our books.

Date .....

.....  
Stamp and Signature of the Steamship/Airlines Company

**DETAILS OF CREDIT BOOKINGS OF PASSAGE AND FREIGHT  
REALIZED DURING THE MONTH OF.....**

---

Particulars of the Outstanding Credit  
Statement in which the bookings  
Made on credit were reported

Month	Serial number at which the credit item appears in the outstanding statement
-------	---

Freight/passage  
amount realized

**A. EXPORTS**

Total Rs.

**B. IMPORTS**

Total Rs.

**C. PASSAGES**

Total Rs.  
Grand Total Rs.

**(In Duplicate)**

**Disbursement Statement**

- 1. Airport Expenses**
  - (i) Catering
  - (ii) Handling (where no regular strength maintained)
  - (iii) Landing charges
  - (iv) Repairs and maintenance
  - (v) Sundries
- 2. Agency Commission**
  - (i) Passage
  - (ii) Cargo
- 3. Income Tax**
- 4. Crew Expenses:**
  - (i) Hotel Bill
  - (ii) Transport
  - (iii) Daily allowances
  - (iv) Sundries
- 5. Office Expenses**
  - (i) Salaries, overtime
  - (ii) Provident Fund
  - (iii) Taxes
  - (iv) (a) Office rent
  - (b) House rent of accommodation, if provided to staff
  - (v) Telephone and telex
  - (vi) Printing and Stationery
  - (vii) Postages and Telegrams
  - (viii) Conveyance and Company Car
  - (ix) Advertisement and Publicity
  - (x) Office Equipments
  - (xi) Electric/Gas consumption charges
  - (xii) Sundries
- 6. Entertainment**
- 7. Furniture and Fixture**
- 8. Customs Duty etc., on Gift articles**
- 9. Local purchases of gift articles**
- 10. Miscellaneous**

**Total: -**



**FORM OF MONTHLY STATEMENT OF CANCELLATIONS OR REFUNDS OF PASSAGES TO BE  
SUBMITTED BY THE STEAMSHIP/AIRLINE COMPANY**

1. Name and address of the Steamship/Airline Company .....for the month of .....

Sl. No.	Name of Traveler	Passport or Pilgrim Pass No.	Particulars of monthly return in which booking was reported to the State Bank of Pakistan	Amount refunded	Remarks

We hereby certify that the above refunds have been given by us as per regulation of the State Bank of Pakistan.

Date .....

.....  
(Stamp and Signature of the Steamship/Airline Company)

**DETAILS OF OUTSTANDING BOOKINGS OF PASSAGE AND FREIGHT ON  
CREDIT FOR THE MONTH OF .....**

S.No.	Name of shipper/ importer/passenger	Particulars of form "F.P. Airlines" in which the credit booking reported		Outstanding freight and passage amount
		Month	Serial number of the passage freight manifest at which the credit item appears	

A. Exports

Total Rs.

B. Imports

Total Rs.

C. Passages

Total Rs.

**Grand Total Rs.**

**SUMMARY STATEMENT TO BE SUBMITTED (IN DUPLICATE) BY THE SHIPPING AGENTS  
OF FOREIGN VESSELS IN RESPECT OF FREIGHT AND PASSAGE COLLECTIONS AND DISBURSEMENTS  
IN PAKISTAN FOR THE VESSEL SAILED ON \_\_\_\_\_**

1. Name of Foreign Shipowners/Operators \_\_\_\_\_ 2. Address \_\_\_\_\_

1.	2.	3.		4.					5.	6.			7.	8.
Sr. No.	Name of Vessel	Date of Arrival	Date of Sailing	Collections as per Import/Export Manifests, Passage Statements and Bank Certificate enclosed					Gross Collection Column 4 (a+b+c)	Deductions/Disbursements as per Statement attached			Net Balance Payable/ Receivable Column 5-6 (c)	Amount Applied for Remit- tance
				Freight		Passage	Inward Remittance	Passage/ Freight as per credit realized during the month		Outstanding Passage/ Freight on Credit	Total of all Disbursements whether paid or due but not yet paid	Total (a+b)		
				Export	Import									
				a	b	c	d	e		a	b	c		

Encl: 1. Supporting columns 4 (a to e)  
2. Supporting columns 6 (a & b)

.....  
Stamp & Signature of the Steamship Company/Agent



**DETAILS OF CREDIT BOOKINGS OF PASSAGE AND FREIGHT REALIZED DURING  
THE MONTH OF .....**

Particulars of the Outstanding Credit Statement in which the bookings made on credit were reported		Name of the vessel and Shipowners/operators.	Freight/ Passage amount realized .
Month	Serial number at which the credit item appears in the Outstanding Credit Statement		

A. EXPORTS

Total Rs.

B. IMPORTS

Total Rs.

C. PASSAGES

Total Rs.  
Grand Total Rs.

(In Duplicate)

**BREAKDOWN OF DISBURSEMENTS**

S.S./m.v. .... Nett. Regd. Tons ..... Arrived ..... Sailed .....

**1. Port Charges:**

- a. Port dues
- b. Pilotage inward
- c. Pilotage outward
- d. Berth fees
- e. Mooring fees
- f. Tugs (inwards)
- g. Tugs (outwards)
- h. Hire of KPT Launch
- i. Water supply
- j. Hire of cranes
- k. Overtime/Sunday/Holiday
- l. Bunkering Pipe Line charges
- m. Sundries

**2. Customs Charges:**

- a. Light dues
- b. Customs Penalty
- c. Customs Overtime
- d. Sundries

**3. Cargo Handling Costs:**

- a. Contract rates (Stevedoring)
- b. Additional labour and overtime
- c. Lighterage
- d. Cartage
- e. Cleaning holds
- f. Dunnage supplied
- g. Tallying
- h. Sundries

**Tons discharged      Tons loaded****4. Victualling and Stores Supplied****5. Repairs****P.T.O.**

**6. Other Vessel Expenses:**

- a. Cables and Telexes
- b. Postage
- c. Stationery
- d. Advances to Master (Reference of State Bank approval number and date should be given).
- e. Wages paid to Pakistani crew
- f. Staff Overtime and Conveyance
- g. Medical fees
- h. Fumigation
- i. Laundry
- j. Cost of passages
- k. Sundries

**7. Freight and Passage Brokerage:**

- a. Rebate paid to Exporters & Importers
- b. Freight Brokerage
- c. Passage Brokerage

**8. Agency Fees and Commission:**

- a. Inward Cargo
- b. Outward Cargo
- c. Passage
- d. Mails

**9. Miscellaneous Expenses:**

- a. Advertising and Publicity
- b. Sundries

**10. Income Tax**

**11. Provision for other Disbursements due but not yet paid**

**12. Refund/Cancellation of Passages/Freight Bookings**



**DETAILS OF OUTSTANDING BOOKINGS OF PASSAGE AND FREIGHT ON  
CREDIT FOR THE MONTH OF .....**

Sr. No.	Bill of Lading Number	Port of discharge/ destination	Date of sailing	Name of the Vessel and shipowners/ operators	Outstanding freight and Passage amount
---------	--------------------------	-----------------------------------	--------------------	--	--

A. EXPORTS

Total Rs.

B. IMPORTS

Total Rs.

C. PASSAGES

Total Rs.

**Grand Total Rs.**

**Statement of Freight Collected and/or Payable Abroad Against  
Shipments Made During the Month Ended .....20.....**

Name of the freight forwarder: \_\_\_\_\_

Address & Phone No: \_\_\_\_\_

Sr. No.	Name of the overseas agent/ shipping company	Details of export shipments		Destination	Freight paid to *shipping/airline company locally in Rs.	Freight payable abroad to shipping/ airline companies in FCY (US\$)
		<u>MAWB/</u> MBL No. & date	<u>HAWB/</u> HBL No. & date			
(1)	(2)	(3)	(4)	(5)	(6)	(7)

(i) Shipments of earlier months for which payments were to be received at the beginning of the month

- (1)
- (2)
- (3)
- (4)

(ii) Shipments sent during the month

- (1)
- (2)
- (3)
- (4)

Notes: (i) Copies of relevant MAWB/MBL & HAWB/HBL should accompany Part 'A'

Place:

**Stamp**

\_\_\_\_\_  
(Signature of authorized official)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date:

\* Strike out whichever is not applicable.

Note: - 'BBA' means Break Bulk Agent

**Certificate from the Chartered Accountant**

Certified that the particulars furnished above have been verified with reference to the books of account and related agreements/contracts.

Place:

Signature:

Date:

Status:

Chartered Accountant Registration No. \_\_\_\_\_

**Statement of Freight Payable against Imports on Consolidated Basis by Air/Sea  
During the Month Ended .....20.....**

Name of the Overseas Consolidator: \_\_\_\_\_

Name and address of the Break-bulk Agent in Pakistan: \_\_\_\_\_

**Particulars of Inbound Shipments on Prepaid/Charges Collected Basis**

Sr. No.	MAWB/MBL		Particulars of HAWB/HBL*				(in foreign currency) Freight payable abroad to shipping/ airline companies in FCY (US\$)
			<u>HAWB</u> HBL		Prepaid	Charges collected	
	No.	Date	No.	Date			
1	2	3	4	5	6	7	8

The aggregate amount required to be remitted is ..... (in foreign currency as shown in Form - M)

**Note:** Separate statements should be submitted for air/sea cargo consolidations.

Place: \_\_\_\_\_

**STAMP**

\_\_\_\_\_  
(Signature of Authorized Official)

Date \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

\* Strike out whichever is not applicable.

**Statement of Air/Sea\* Cargo Consolidation handled by**  
**..... during the month .....20....**

(Name and address of Consolidator)

---

Sr. No of Consolidation	Name and address of Exporter	GD&E Form No.	Country of destination of the cargo	Freight collected from Exporter	HBL HAWB No. Date	MBL/ MAWB No.	Name of carrier Airline/ Shipping Company	Freight paid to Airline Shipping company locally in Rs.	Freight payable abroad to shipping/airline companies in FCY (US\$)	Name and address of Break-bulk Agent abroad	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

1.

2.

3.

4.

Total

---

We confirm that the above statement is a complete list of all cargo handled on consolidations basis (LCL) during the month certify that all applicable FX Regulations have been adhered to.

Copies of original \*MAWB/HBLs with related \*HAWBs/MBL are enclosed.

Place: .....

Stamp

.....  
(Signature of Authorized Official)

Date : .....

Name: .....

Designation: .....

\* IATA Code No. ....

\* Strike out whichever is not applicable.



**NAME OF PAKISTANI SHIPPING COMPANY.....**  
**SUMMARY STATEMENT**

**FOREIGN EXCHANGE RECEIPTS/PAYMENTS**  
**FOR THE MONTH OF .....**

**Amount**  
**(Equiv. Pak Rs.)**

**Item Code Description**

**1 Balance brought forward: -**

**RECEIPTS**

*2 Freight collection*

2.1 On Exports from Pakistan

2.2 On Imports to Pakistan

2.3 Others foreign routes

2.4 Less Refund

*3 Other selective earnings from abroad*

3.1 Inward mail / courier services

3.2 Charter of ships without crew (Operational leasing)

3.3 Others (Please specify)

*4 Loans*

4.1 Official

4.2 Private

**5 Total Receipts (2 through 4)**

**PAYMENTS**

*6 Imports*

6.1 Normal

6.2 Precision Engineering (Parts, engines, etc)

6.3 Fuel through L/C

*7 Bunker oil purchased from abroad*

*8 Catering and other supplies on board from abroad*

*9 Repair of ships from abroad*

*10 Crew expenses during transit stay*

*abroad ( Hotel bill, transport, etc.)*

*11 Others (Agency Commission, office expenses, towing / terminal handling charges, entertainment, advertisement, etc.)*

*12 Charter of ships with crew for freight*

*13 Charter of ships without crew (Operational leasing)*

*14 Purchase of ships*

*15 Debt servicing*

15.1 Loans (Official)

15.11 Principal

15.12 Interest

15.2 Under Hire Purchase

15.21 Principal

15.22 Interest

15.3 Under Finance Lease

15.31 Principal

15.32 Interest

**16 Total Payments (6 through 15)**

*17 Balance (earning less expenditure) (5-16)*

*18 Repatriation*

**19 Surplus/(Deficit) (17-18)**

**20 Balance carried over (1+19)**

## Country wise/Item wise details of App. V-50

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

NAME OF PAKISTANI AIRLINE.....  
SUMMARY STATEMENT

FOREIGN EXCHANGE RECEIPTS/PAYMENTS  
FOR THE MONTH OF .....

Amount  
(Equiv. Pak Rs.)

Item Code Description

**1 Balance brought forward: -**

**RECEIPTS**

- 2 *Passage Collection from non residents*
  - 2.1 On international routes
  - 2.2 On domestic routes
  - 2.3 Excess Baggage
  - 2.4 Less Refund
- 3 *Freight Collections*
  - 3.1 On Export from Pakistan
  - 3.2 On Imports to Pakistan
  - 3.3 Operations in Pakistan from non residents (Travel)
  - 3.4 Other foreign routes
  - 3.5 Less: Refund
- 4 *Other Selective Earnings from abroad*
  - 4.1 Inward mail/courier services
  - 4.2 Charter of aircrafts without crew (Operational leasing)
  - 4.3 Others (Please Specify)
- 5 *Loans*
  - 5.1 Official
  - 5.2 Private

**6 Total Receipts (2 through 6)**

**PAYMENTS**

- 7 *Imports*
  - 7.1 Normal
  - 7.2 Precision Engineering (Parts, engines, etc)
  - 7.3 Fuel through L/C
- 8 *Aviation Fuel purchased from abroad*
- 9 *Catering and other supplies on board from abroad*
- 10 *Repair of aircrafts from abroad*
- 11 *Crew expenses during transit stay abroad ( Hotel bill, transport, etc.)*
- 12 *Others (Agency Commission, office expenses, landing / handling charges, entertainment, advertisement, etc.)*
- 13 *Charter of Aircrafts with crew*
- 14 *Charter of Aircrafts without crew (Operational leasing)*
- 15 *Purchase of Aircraft*
- 16 *Debt servicing*
  - 16.1 *Loans (Official)*
    - 16.11 *Principal*
    - 16.12 *Interest*
  - 16.2 *Under Hire Purchase*
    - 16.21 *Principal*
    - 16.22 *Interest*
  - 16.3 *Under Finance Lease*
    - 16.31 *Principal*
    - 16.32 *Interest*

**17 Total Payments (7 through 16)**

18 *Balance (earning less expenditure) (6-17)*

19 *Repatriation*

**20 Surplus/(Deficit) (18-19)**

**21 Balance carried over (1+20)**

## Country wise/Item wise details of App. V-51

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

<b>Item Code</b>	
------------------	--

<b>Country</b>	<b>Amount in equivalent Rupees</b>
<b>Total: -</b>	

**FORM OF APPLICATION  
FOR REMITTANCE OF EXPORT CLAIMS**

1. Name and address of the exporter .....
2. 'M' form for ..... Relative 'E' Form Nos.  
(Amount)
- Short weight .....
- Commission .....
- Brokerage .....
- Quality Claims .....
- Damage .....
- Arbitration/Control fees .....
3. Particulars of documents attached  
in support of application:-
- 1) ..... 4) .....
- 2) ..... 5) .....
- 3) ..... 6) .....

We declare that the full proceeds of exports in respect of which the above claims have arisen have been realized through..... and that the claims are genuine and no remittance has  
(Name of Authorized Dealer)  
been made against these claims through any other source.

Date .....  
(Stamp & Signature of Exporters)

(FOR USE BY THE AUTHORIZED DEALER)

**CERTIFICATE**

No. .... Date .....

Certified that the remittance application and supporting documents have been checked and found in order. Remittance of ..... may be considered.

Stamp and Signature of Authorized Dealer

'M' form for ..... a/c. .... is returned herewith duly  
(Amount)  
approved/under objection as under:

Assistant Director

SPACE FOR USE BY  
STATE BANK OF PAKISTAN

(To be submitted in duplicate)

The Director,  
Exchange Policy Department,  
(Investment Division)  
State Bank of Pakistan,  
Karachi.

THROUGH: \_\_\_\_\_  
(Name of the Authorized Dealer)

Dear Sir,

**ACKNOWLEDGEMENT OF AGREEMENT FOR TRANSFER OF  
TECHNOLOGY (ROYALTY/TECHNICAL ASSISTANCE)**

In terms of the instructions contained in Chapter 14 of the Foreign Exchange Manual (2015 Edition) we submit two sets of the agreements duly authenticated for remittance of Royalty/Franchise and Technical fee (Strike out whichever not applicable) executed on \_\_\_\_\_ with M/s. \_\_\_\_\_  
\_\_\_\_\_  
(Name and Address of Foreign Collaborator)  
for your acknowledgement. The salient features of the agreement are as under:-

1. Type of industry with location.
2. Total Royalty/Franchise & Technical Fee payable.
3. Duration of Agreement/period covered.
4. Mode of Payment:-
  - a. Lump sum rate of installment.
  - b. Amount of down payment, if any.
  - c. Recurring payment with rate, if any.

We further undertake that:-

- a. The remittances effected under the Agreement will be net of taxes.
- b. Engagement of foreign nationals will be subject to the Government Regulation and permission of the Board of Investment will be obtained wherever necessary.

- c. The services of the national carrier (PIA) will be utilized for the experts' journey from abroad to Pakistan and back upto the maximum possible extent.
- d. Payment on account of training expenses of Pakistan personnel will not exceed the training quota enunciated in Chapter 17 of the Foreign Exchange Manual (2015 Edition).
- e. The agreement would be governed under Pakistan Laws.
- f. No Penal interest on delayed payment will be remitted.

We further state that our Firm / Company is registered in Pakistan as manufacturing concern.

---

**STATE BANK OF PAKISTAN  
EXCHANGE POLICY DEPARTMENT  
(INVESTMENT DIVISION)  
KARACHI.**

NO.INT:/

Dated: \_\_\_\_\_

The Agreement in question has been acknowledged subject to understanding given above and subject to submission of documents for post facto checking in terms of Chapter 14 of the Manual.

DEPUTY DIRECTOR.

The Manager,

\_\_\_\_\_Bank Limited

\_\_\_\_\_

**APPLICATION FOR REMITTANCE OF ROYALTY/FRANCHISE AND TECHNICAL FEES  
FOR THE PERIOD.....**

Name of the appli- cant Co.	Name and address of the beneficiary to whom Royalty/Technical Fees is payable	Permission/Ack- nowledgement letter No. & date of Board of In- vestment/SBP.	Ex-factory/net sales value on which Royalty/Technical fees is calculated	Rate of Royalty/ Technical fee	AMOUNT REMITTABLE(Pak. Rupees)			Remarks
					Gross Amount	*Taxes payable if any	Net amount	
1	2	3	4	5	6	7	8	9

**CERTIFICATE**

Certified that the amount of royalty/technical fee payable for the period.....to the beneficiary mentioned in column 2 is the net amount payable to them after deduction of tax liability, if any payable thereon as certified by the auditors and has been calculated strictly in accordance with terms of the agreement approved by the Government/acknowledged by the State Bank mentioned in column 3 above.

We undertake that if any discrepancy is subsequently found in the amount of remittance made by us we shall arrange for repatriation of the amount remitted in excess by us forth with on receipt of instruction from the State Bank of Pakistan and shall also render ourselves liable for action under the Foreign Exchange Regulation Act, 1947.

**SIGNATURE OF THE REMITTER**

**P.T.O.**



Certified that we have verified the information furnished in the above statement and found them to be correct.

Date of remittance

**AUTHORIZED DEALER**

**AUDITORS**

Amount of remittance allowed

Code

Foreign	Pak.
Currency	Rupees

**AUTHORIZED DEALER**

“ In case it is claimed that Royalty/Franchise and Technical Fee is exempt from levy of tax, a separate certificate from the Income Tax Officer concerned to the effect that the same is exempt from levy of Pakistan taxes, should be enclosed.”

**APPLICATION FOR REMITTANCE OF DIVIDENDS TO NON-RESIDENT SHAREHOLDERS OF  
M/S. .... FOR THE YEAR/FOR THE PERIOD ENDED .....**

Sl. No.	Name, nationality and address of the shareholder	No. and value of shares held (separate for each class of shares)	State Bank's approval No. and date	Dividends		Amount of Income- Tax/Super- Tax due on the dividend	Amount of other tax liability if any, payable	Net remit- table amount of dividend	Amount remitted in foreign currency		Reference of currency statement on which remittance is reported
				Rate	Amount				Currency	Amount	
1	2	3	4	5		6	7	8	9		10

Certified that:-

1. (i) the shares mentioned in column 3 are held by non-resident shareholders other than Indian and stand registered at their foreign address (other than India) as given in column 2, with the approval of the State Bank of Pakistan,
- (ii) the above shares are held by the non-resident shareholders mentioned above on the basis of repatriation of dividends as per State Bank's letter number and date quoted against each,
- (iii) the above dividends have been declared by the Directors/shareholders of the company in the Board of Directors/ Annual General Meeting held on.....out of net profit of the company for the year/period ended..... as disclosed by the audited Annual/Interim Profit and Loss Account for the year/period ended.....after making adequate provision for tax and other liabilities or any other un-distributed profits as are available for declar-

ation of dividends.

- 2. We undertake that in case any discrepancy is subsequently detected by the State Bank of Pakistan in the remittance of dividends made by us, we shall forthwith on demand by the State Bank of Pakistan arrange for repatriation of the relative amount to Pakistan by our foreign collaborators/shareholders concerned through normal banking channel.
- 3. Two copies of the audited annual/interim Profit and Loss Account and Balance Sheet together with two certified companies of directors/shareholders resolution declaring the above dividends are enclosed.

Place.....date..... M/s.....

Certified that the information as furnished above by the company including those given against items(i) to (iii) of paragraph-1 of the above certificate has been verified by us and found to be correct.

**Date.....**

**SIGNATURE OF AUDITORS**

## Settlement of Non-Life Claims (Including facultative reinsurance business)

To,

The State Bank of Pakistan,

.....

Dear Sirs,

In support of our application on Form 'M' (enclosed) for the remittance of .....  
to ..... we make the following declaration:- (amount of  
currency) (Country)

**1. Policy**

- (a) Policy No. ....
- (b) Amount and currency of issue .....
- (c) Date and place of issue .....
- (d) Insured voyage (for marine policies) .....
- (e) Claim Payable at .....

**2. Premia**

- (a) Country of collection .....
- (b) Currency of collection .....

**3. Claim**

- (a) Cause of Loss .....
- (b) Amount of Claim admitted .....
- (c) No. of 'E' form .....

**4. Reference of Revolving Letter of Credit  
against which claim settled by their foreign agent**

.....

**5. Name and address of**

- (a) the claimant .....
- (b) the claim settling Agent (where applicable) .....

**6. Whether the applicant Company has been registered  
in Pakistan under the Insurance Act**

.....

For and on behalf of .....

Name and address in Pakistan of the applicant  
Company.

.....

.....

(Stamp and Signature of the Insurance Company)

Date .....

**SETTLEMENT OF LIFE CLAIMS OUTSIDE PAKISTAN  
OR FOR TRANSFER OF RESERVE TO COUNTRIES OUTSIDE PAKISTAN**

To,

The State Bank of Pakistan,  
.....

Dear Sirs,

In support of our application on Form 'M' (enclosed) for the remittance of .....  
to ..... we make the following declaration:- (amount of currency)  
(Country)

**1. Policy**

- (a) Life Policy No.
- (b) Amount and currency of issue
- (c) Date and place of issue
- (d) Type of policy e.g., Endowment etc.

**2. Premia**

- (a) Country of collection
- (b) Currency of collection

**3. Payment**

- (a) Reason for payment (e.g., claim, transfer of reserve etc.)
- (b) Name of assured
- (c) Nationality of assured
- (d) Date of departure from Pakistan
- (e) Place of permanent residence
- (f) Branch of the applicant Company (or agent) through whom claim will be paid or through whom the reserve will be transferred (where applicable)

**4. Whether the applicant company has been registered in Pakistan under the Insurance Act.**

For and on behalf of .....

Name and address in Pakistan of the applicant  
Company.

.....  
.....  
Date .....

.....  
(Stamp and Signature of the Insurance Company)

**DECLARATION TO BE MADE BY POLICY-HOLDERS FOR  
REMITTANCE OF PREMIA TOWARDS LIFE ASSURANCE  
POLICIES EXPRESSED IN FOREIGN CURRENCIES**

1. Full name and permanent address in Pakistan of the assured .....
2. The name and address of the Insurance Company with which the policy was taken out .....
3. The date of taking out of the policy .....
4. The amount for which the policy has been taken out .....
5. Type of policy, give particulars such as life endowment, educational etc., state whether with or without profit: .....
6. The amount of premium intended to be remitted stating whether it is being paid on monthly, quarterly, half-yearly or yearly basis .....
7. The period that will be covered by the premium giving the commencing and ending dates .....
8. The date of maturity of the policy .....
9. Name and full address of assignee/nominee in Pakistan or outside Pakistan .....

I hereby declare that I am a Pakistani domiciled in Pakistan and that my life assurance policy No. .... in respect of which the above particulars are furnished, was taken out on ..... and that the policy is in full force now and not lapsed or become paid-up.  
(date)

I further declare that proposed remittance of premium towards this pertains to the current period and does not include any post premium payable.

In consideration of the State Bank having permitted me to remit premium on my policy referred to above, I undertake to bring to Pakistan the proceeds of the policy mentioned above on its maturity or its surrender value or any claims arising there-under through an authorized dealer in Pakistan within one month of my becoming owner thereof.

Date .....

.....  
(Signature of the applicant)

**FACULTATIVE REINSURANCE BUSINESS (PREMIA)****(Not to be used if settlement for Premia and Claims is made on an account basis)**

To,

The State Bank of Pakistan,  
.....

Dear Sirs,

In support of our application on Form 'M' (enclosed) for the remittance of .....  
to ..... we make the following declaration:- (amount of currency)  
(Country)

1. (a) Date and place of issue of reinsurance Policy .....  
i. A certified copy of the reinsurance  
acceptance note endorsed .....
2. The currency in which reinsurance is effected .....
3. Name and address of the beneficiary .....  
.....  
.....
4. Whether the applicant Company has been registered  
in Pakistan under the Insurance Act .....

We undertake to receive payment of any claim under the reinsurance through an Authorized Dealer in Foreign Exchange. We also certify that the requirement of compulsory reinsurance with the Pakistan Insurance Corporation to the extent of 30% has been complied with.

For and one behalf of .....

Name and address in Pakistan of the applicant  
Company.

.....  
.....

Country of Incorporation

.....

.....  
(Stamp and Signature of the Insurance Company)

Date .....

## TREATY REINSURANCE BUSINESS SETTLEMENT OF ACCOUNT

To,

The State Bank of Pakistan,  
.....

Dear Sirs,

In support of our application on Form 'M' (enclosed) for the remittance of .....  
to ..... we make the following declaration:- (amount of currency)  
(Country)

1. **Currency in which reinsurance has been effected** .....
2. **Class of business covered** .....
3. (a) Date of submission of last quarterly statement of the Reinsurance Account to State Bank giving particulars of the forwarding letter .....
- (b) An up-to-date Proforma statement of the account signed by the Manager or an authorized Officer of the Company is attached .....
4. **Name and address of the beneficiary** .....
5. **Whether the applicant Company has been registered in Pakistan under the Insurance Act** .....

It is certified that the requirement of compulsory cession of 30% with the Pakistan Insurance Company Ltd. has been complied with. It is further certified that the rates charged for reinsurance premia and reinsurance commission are strictly in accordance with the treaty terms. We undertake to submit quarterly statements of our above reinsurance account regularly to the State Bank, and recover claim/profit commission through an Authorized Dealer in Foreign Exchange. It is certified that reinsurance premia is being regularly received through normal banking channels.

For and on behalf of .....

Name and address in Pakistan of the applicant  
Company.

.....  
.....

Country of Incorporation

.....

.....  
(Stamp and Signature of the Insurance Company)

Date .....



Surplus Funds—Non-Life Business

To,  
The State Bank of Pakistan,  
.....

Dear Sirs,

In support of our application on Form 'M' (enclosed) for the remittance of .....  
(amount of currency)  
to..... we make the following declaration:-  
(Country)  
Statement of Surplus Funds in the form prescribed is enclosed.

1. Name and address of the Head Office of the  
Company to whom remittance is being made .....
2. Country of Incorporation .....
1. Whether the Company is registered with the  
Government of Pakistan under the Insurance Act .....
2. Full particulars (Amount and Currency) of last  
remittance of surplus funds, quoting the date of  
the approval of the State Bank of Pakistan .....
3. If no provision for Taxation has been shown  
in the statement (enclosed) reasons for not  
having made such as provision .....

We confirm that this remittance is on account of surplus funds representing Fire, Marine and General business (other than Life) only.

Name and address in Pakistan of the applicant  
Company.  
.....  
.....

For and on behalf of.....  
.....

.....  
(Stamp and Signature of the Insurance Company)

Date .....

(Enclosure)

**SURPLUS FUNDS NON-LIFE BUSINESS****Statement of Surplus Funds relating to the period ..... to .....****CREDITS**

	Fire	Marine	Miscellaneous	Total	
1. Balance from previous application un-remitted	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
2. (a) Payments of losses made on behalf of Branch by H.O.	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(b) Less recoveries made on behalf of Branch by H.O.	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
3. Remittance from Head Office					
4. Premiums:					
(i) Written direct in Pakistan	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(ii) Received on Reinsurance accepted locally	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(iii) Less: Paid on Reinsurance ceded locally	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
5. Income on Investments held by Local Branch in Pakistan					
6. Outstanding Loss Reserve for the period ending B/F	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
7. Premium Reserve B/F for the period ending .....	Rs. ....	Rs. ....	Rs. ....	Rs. ....	Rs. ....

**DEBITS**

8. Commission:					
(i) Paid on direct business	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(ii) Paid on Reinsurance accepted locally	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(iii) Less: Received on Reinsurance ceded locally	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
9. Losses:					
(a) Total gross direct claims:-					
(i) Paid in Pakistan	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(ii) Paid abroad by H.O. [contra to 2 (a)]	Rs. ....	Rs. ....	Rs. ....	Rs. ....	Rs. ....
(b) Paid on Reinsurance accepted locally	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(c) Less received on Reinsurances ceded locally	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
10. Payments made by Local Branch on behalf of H.O. on account of					
(i) Losses	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(ii) Any other payments	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
11. Expenses of Management					
12. Outstanding Loss Reserve C/F					
13. Premium Reserve C/F for the year ending the date of statement					
14. Income Tax and Super Tax paid for Assessment year .....	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
Add: Provision for Taxation for the period	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
Less: Refund of Provision for corresponding assessments year.....	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
15. Remittances made during the period:					
(i) Approval No. .... Dt. ....	.....	.....	.....	.....	
(ii) Approval No. .... Dt. ....	Rs. ....	Rs. ....	Rs. ....	Rs. ....	
(iii) Approval No. .... Dt. ....					

Surplus Rs.

Stamp &amp; Signature of the Insurance Company

Date .....

Note : Item No. 9 (a) (ii) of the form should be shown as contra of item 2 as a whole (i.e. item 2(a) minus item 2 (b))

**APPLICATION FOR TRANSFER OF CAPITAL/SAVINGS OF FOREIGN  
NATIONALS RETIRING PERMANENTLY FROM PAKISTAN**

To,

State Bank of Pakistan,  
Exchange Policy Department.  
.....

Through: .....  
(Authorized Dealer in Foreign Exchange)

Dear Sirs,

I hereby apply for permission to remit the sum of Rs. .... to ..... in  
(country)  
respect of my savings for the period of my stay in Pakistan from ..... to .....

2. I give below the following information in respect of my income and expenses etc., during my  
stay in Pakistan from ..... to .....\*/during my last 10 years of  
stay in Pakistan from ..... to .....

(i) My total income in Pakistan and/or funds brought into Pakistan from abroad through normal banking channel during the above period were as under:-

- |     |   |                 |
|-----|---|-----------------|
| (a) | Total amount of pay and allowances received during the period from ..... to .....                             | Rs. ....        |
| (b) | Total amount of Provident Fund, bonus and other gratuitous payments (not included in sub-para above) received | Rs. ....        |
| (c) | Funds brought into Pakistan from abroad through normal banking channel  | Rs. ....        |
|     |   | Total: Rs. .... |

(ii) Amount of sale-proceeds of my locally purchased and imported household goods as also the sale-proceeds of my investments in National Investment Trust Units and other securities made for availing of Income Tax relief are given below:-

P.T.O.

\*in case where the period of stay is more than 10 years

- (a) Sale-proceeds of locally purchased articles Rs. ....
- (b) Sale-proceeds of imported articles Rs. ....
- ii. Sale-proceeds of National Investment  
Trust Units/ National Defence Savings  
Certificates/Income  
Tax Bonds or other certificates Rs. ....
- Total : Rs. ....

(iii) My expenses etc., during my stay in Pakistan from ..... to ..... were as under:-

- (a) Maintenance and other expenses including private  
travel expenses etc., incurred in Pakistan Rs. ....
- (b) Family remittances against family maintenance  
permits and leave salary remittances etc., made Rs. ....
- (c) Any other expenditure/commitment not covered  
under (a) and (b) above Rs. ....
- Total: Rs. ....

3. I confirm that I am a citizen of ..... and that I hold Passport No. .... issued  
by the Government of ..... The cost of return passage for myself and my family has been/  
is being paid by the employer/my-self.

4. I have been working in Pakistan:-

- \*(a) in the public sector with ..... which is a Government or Semi-Govern-  
ment Department. (Name of the employer)
- \*(b) in the private sector with ..... with the permission of Board of Investment.

P.T.O

\*(c) as self-employed person in Pakistan with the permission of Board of Investment.

5. I hereby declare that I will be permanently retiring from Pakistan within 6 months i.e. by . ..... and that I have not applied to any other office of the State Bank for similar remittance facility.

6. I declare and undertake that in the event of there being any change in my present plans to leave Pakistan permanently, I shall immediately notify the State Bank, giving reference to this application. I shall also arrange immediately to resell the foreign exchange if any drawn by me under this application to an Authorized Dealer in foreign exchange in Pakistan in compliance with Sub-Section 3 of Section 4 of Foreign Exchange Regulation Act, 1947.

7. Necessary supporting documents as prescribed in Annexure 'A' to this application form are enclosed.

Yours faithfully,

Signature .....

Name .....

Full residential address in Pakistan

.....

Occupation .....

Date .....

\*Strike out whichever is not applicable.

---

### EMPLOYER'S CERTIFICATE

Certified that we are the employers of Mr./Mrs./Miss. .... and that we have separately issued to him/her a certificate showing the amount of pay and allowances etc., paid to him/her by us during the period of his/her employment with us from ..... to .....

Signature of the employer with their stamp

Date .....

P.T.O

**AUTHORIZED DEALER'S CERTIFICATE**

We hereby certify that the statements made above are to the best of our knowledge and belief correct.

Date .....

Stamp and Signature of the Authorized Dealer

**LIST OF DOCUMENTS TO BE SUBMITTED IN SUPPORT OF THE  
APPLICATION FOR TRANSFER OF CAPITAL ASSETS/SAVINGS  
OF FOREIGN NATIONALS RETIRING PERMANENTLY  
FROM PAKISTAN**

1. A certificate from the employer showing:-

- (i) Net salary and allowances for each year.
- (ii) Provident Fund and leave salary paid on retirement.
- (iii) Bonus and other gratuitous payments for each year.
- (iv) Whether the cost of passage for self and family is being paid by the employer.

In case where the period of stay exceeds 10 years, the employer's certificate should cover the period of last 10 years. Similar certificate for an earlier period than 10 years may be called for by the State Bank in certain cases, after scrutiny, if necessary. A certified true copy of the service contract approved by the Board of Investment/Government/Semi-Government Department should be produced in support of the above.

When any of the above payments are not covered by the relative service contract, a certified copy of the resolution of the Board of Directors of the company/special sanction of the Government/Semi-Government Department concerned should be submitted.

In case of persons employed in the private sector, certified true copies of the relative permission letters for employment issued by the Board of Investment should be attached. Persons employed with the Government/Semi-Government Departments, should produce from their Departments authorization letter for charging the amount of net remittable savings to their respective foreign exchange allocation.

2. In case of self-employed persons carrying on business/profession in Pakistan, final income tax assessment order and form should be produced in lieu of the above documents alongwith certified true copy of the permission letter of the Board of Investment.

3. Bank's encashment certificate evidencing receipt of funds if any from abroad.

4. Statement of sale proceeds realized in respect of locally purchased articles of the value of Rs. 2500/- or more showing:-

- (a) Description
- (b) Purchase price
- (c) Date of purchase
- (d) Date of sale
- (e) Sale proceeds realized

Relative sale receipts or their certified true copies should be produced.

P.T.O.

5. A statement of sale proceeds realized in respect of articles imported/brought from abroad of the value of Rs. 2500/- or more showing:-

- (a) Description
- (b) Landed cost in Pakistan
- (c) Date of their import
- (d) Date of their sale
- (e) Sale proceeds realized

Relative import documents or Form 'A' and relative sale receipts or their certified true copies should be produced.

6. An Authorized Dealer's certificate in regard to the applicant's investment in N.I.T. and other Government Securities made for availing of income tax relief showing also the amount realized from the sale proceeds and income accrued on the investments.

7. Bank's certificate showing:-

- (a) Total amount of remittances made on account of family maintenance.
- (b) Total amount of remittances made on account of leave salary.

In case where the period of stay exceeds 10 years, the bank's certificate should cover the period of last 10 years. Where necessary the State Bank may ask for a certificate to cover earlier period also.

8. A statement of Bank account for the last two years prior to the date of the application with explanation of credit entries of Rs. 2500/- or more excepting those relating to payment of the monthly pay and allowances.

9. Application for transfer of actuarial reserve and relative insurance record in respect of insurance policy if any, is required to be submitted to the State Bank through the insurance company concerned.



**FORM OF APPLICATION FOR PRIVATE REMITTANCE  
BY FOREIGN NATIONALS TO COUNTRIES ABROAD**

To,

State Bank of Pakistan,  
Exchange Policy Department.

Dear Sirs,

I hereby make application through my bankers for the grant of a permit authorizing me to remit the sum of ..... per month which is ..... per cent of my net monthly income to ..... for a period of twelve months.

2. I declare that:-

- \* (a) my net salary per month receivable in Pakistan during the next twelve months after taxation and other deductions will be Rs. .... and in support of this statement, I append a certificate signed by a responsible official of the Company/Branch/Organisation by whom I am employed in Pakistan.
- \*\* (b) I am the owner/partner of ..... and I certify that my net income in  
(Name of the Company)  
Pakistan from this and other sources in Pakistan, during the next twelve months after taxation will not be less than Rs. .... per annum and in support of the statement I am enclosing for your inspection and return the Income Tax Assessment Order for the year .....
- (c) I have been continuously residing in Pakistan since ..... and to the best of my knowledge and belief I shall continue to reside in Pakistan until .....
- (d) I am single/married and the following members of my family who are dependent on my income are staying with me in Pakistan.

Name

Relationship

Age

- 1.
- 2.
- 3.

I undertake to report to the State Bank of Pakistan the particulars of my family members who may join me subsequently.

- (e) The following members of my family who are dependent on my income are residing at .....  
(Name of the foreign country)

- 1.
- 2.
- 3.
- 4.

- (f) My monthly financial commitments at home amount to .....

\* Please see instruction No. 1 at the bottom of this form.

\*\* Strike out if not applicable.

P.T.O.

- (g) After making the remittances applied for the rupee balance out of my monthly income will be adequate to cover my and my family's living and other expenses in Pakistan.

3. I Confirm that:-

- (a) I am a citizen of ..... and hold passport as per details below:-  
 (i) Passport No. ....  
 (ii) Issued by the Government of ..... at ..... on .....  
 (iii) Place of birth as per passport .....  
 (iv) Residence as per passport .....  
 (b) I hold stay permit No. .... dated ..... valid upto ..... issued by ..... for staying in Pakistan.  
 My Passport is submitted to my bankers for certifying the particulars stated above.  
 (c) all remittances against the permit applied for will be made from savings from my current Pakistan rupee income and that the remittances will not involve any payment to any person directly or indirectly on behalf of any other resident of Pakistan.  
 (d) necessary permission of the Board of Investment, Government of Pakistan (Letter of appointment from the Government/Semi-Government Departments) in regard to my employment in Pakistan has been obtained vide their reference No. ....dated ..... (copy enclosed).

I further confirm that I have not applied to any other office of State Bank of Pakistan for similar remittance facilities.

I declare that my total salary, allowance etc., in connection with the services rendered in Pakistan are being received by me in Pakistan and that no part of my emoluments is being received by me in foreign currency or in any foreign country.

Yours faithfully,

Date .....

Name in full .....  
 Full residential address in Pakistan .....  
 .....  
 Occupation .....

Signature of the applicant

P.T.O.

**CERTIFICATE REQUIRED UNDER PARA 2 (a)**

We, ..... are employers of Mr./Mrs./Miss .....and certify that he/she has been employed by us with the prior approval of the Board of Investment, Government of Pakistan, vide their letter No. ....dated ..... (original enclosed for reference and return). We hereby further certify that subject to his/her remaining in our employment his/her net salary during the next twelve months will be Rs. .... per month as detailed below: (Not applicable in the case of foreign nationals employed by Government and Semi- Government Departments).

**Gross monthly Income**

(a)	Pay .....	Rs. ....
(b)	Allowance .....	Rs. ....
Less:		
(1)	Income Tax .....	Rs. ....
(2)	Provident Fund .....	Rs. ....
(3)	Recoveries of Advances .....	Rs. ....
(4)	House Rent etc. ....	Rs. ....
(5)	Others including entertainment allowance, transport allowance, servant allowance, etc. ....	Rs. ....
		<hr/>
	Total:	Rs. ....
		<hr/>
	Net monthly income .....	Rs. ....

In addition to the above he/she gets the following facilities:-

- (a)
- (b)
- (c)

We further certify that to the best of our knowledge and belief the declarations made by the applicant are true and no material fact has been distorted or suppressed.

We also undertake to inform the State Bank of Pakistan if the applicant ceases to be in our employment in Pakistan or if any material change in the circumstances contained in his declaration comes to our knowledge.

Name, Designation, Stamp and Signature of Employer

Date .....

**CERTIFICATE BY THE AUTHORIZED DEALER**

We hereby certify that the above statements are to the best of our knowledge correct and that we have examined the passport of the applicant and the details given in para 3 (b) are correct.

Date .....

Stamp and Signature of Authorized Dealer

P.T.O.

### IMPORTANT INSTRUCTIONS

- (i) In the case of a person who has not been resident in Pakistan for a period of at least six months a certificate from applicant's employer certifying that the applicant has been appointed to their regular staff in Pakistan should be produced.
- (ii) The certificate of the employer should be signed by the Manager or a Senior Officer of the Company etc., stating capacity in which he signs.
- (iii) Applications for such remittance facilities should be made by one member of the family. If there are more than one earning members one application stating the joint income should be made by any one of them.
- (iv) Family means wife and children only.
- (v) When the applicant is receiving additional facilities like free board/lodging, motor car, etc., the monetized value of such facilities as declared to the income-tax authorities should be stated item-wise.

### (ENDORSEMENT BY THE AUTHORIZED DEALER)

Sl. No.	Date of remittance	Amount remitted	Particulars of return in which the transaction reported to the State Bank of Pakistan	Stamp and Signature of the Authorized Dealer	Remarks
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

**LIST OF LEADING SUBSCRIPTION AGENTS**

1. W.M. Dowson & Sons Limited, London.
2. Hachette Gotch Limited, London.
3. W.H. Smith, London.
4. McGraw Hill Export Subscription Agency, Hightstown, New Jersey.
5. Franklin Square Subscription Agency, New Jersey.
6. W.H. Everett & Sons Limited, London.
7. Moore Cottrell Subscription Agencies Inc., North Cohocton, N.Y. U.S.A.
8. I.P.C. Magazine Limited, Southampton Street, Strand, London, W.C.1
9. Grossowrus Wegner & Co. Hamburg.

**APPLICATION FOR PAYMENT OF FEES FOR  
CORRESPONDENCE COURSES**

1. Description of Course and its duration .....
2. Name and Address of payee .....
3. Amount of fees payable .....
4. Educational qualifications and present  
occupation of applicant .....
5. Reasons for selecting the courses .....

I declare that during the current calendar year I have remitted so far a sum of  
Rs. .... on account of purchase of books, magazine, periodicals etc.

Date .....

.....  
(Signature of Applicant)

Foreign Exchange Regulation Act, 1947.  
(VII of 1947)

**FORM 'P'**  
**PORTION TO BE RETAINED BY**  
**THE STATE BANK**

**APPLICATION TO EFFECT BOOKING OF PASSAGE/S BY SEA OR AIR OR ANY OTHER**  
**MODE OF CONVEYANCE ON PAYMENT IN PAKISTAN RUPEES**

I/We apply for permission to book the undermentioned passage/s for journey from .....  
to ..... as per details given below:-

Name of Steamship/ Airline or other method of conveyance	Destination	Countries enroute to be visited	Class of passage (i.e. first class or tourist class etc. as the case may be)	Cost of passage in Pak Currency	
				PIA Pak. Rs.	Foreign Carrier Pak Rs.

1. (a) Full name, nationality and address of the applicant. ....
- (b) G.I.R. No. and Income Tax Circle in case the applicant  
is income tax payer in Pakistan. If not, write 'NIL'. ....
2. (a) Full name and nationality of the passenger/s,  
passport number/s and date/s of issue. ....
- (b) CNIC No., date and place of issue . ....
3. Relationship of applicant with the passenger/s. ....
4. Length of residence of passenger/s in Pakistan. ....
5. Profession or business of passenger/s while in Pakistan/abroad.. ....
6. Purpose of visit for which passage is desired to be booked. ....
7. The date on which and the country visited last. ....
8. Was permission of the State Bank sought for this passage  
in the past by the Passenger or by the applicant or any person  
on his behalf? If so, the name of the office of the State Bank  
at which application was made previously and its outcome  
may be disclosed. ....
9. In case of rebated passage, certificate from the airline  
concerned should be enclosed indicating grant of  
rebated passage facility under I.A.T.A. Regulations. ....
10. Consideration for which the rebated passage has been  
granted by the airline. ....
11. \*In the case of Non-resident passenger:  
(a) How funds were obtained for support while in Pakistan ?  
(b) Particulars of remittances received from abroad. ....

I declare that the information furnished by me above is correct and in the event of its being not correct, I hold myself liable for such action as may be deemed fit under the Foreign Exchange Regulation Act, 1947.

.....  
(Signature of the applicant)

\* For the purpose, by the term "Non - resident" is meant foreign nationals resident in Pakistan for less than six months.

## FORM 'P' COUNTERFOIL

VALID FOR THREE MONTHS FROM THE DATE OF APPROVAL WITH THE QUALIFICATION THAT APPROVALS OF THE STATE BANK OF PAKISTAN BEARING CODE 'G' OR 'A' ARE NOT VALID FOR TRAVEL TO SAUDI ARABIA AND NEIGHBOURING COUNTRIES VIZ. EGYPT, SUDAN, DJIBOUTI, SOMALIA, ETHIOPIA, KENYA, SYRIA, TURKEY AND GREECE FROM SUCCEEDING 10<sup>TH</sup> OF SHAWWAL TO 10<sup>TH</sup> OF ZILHAJ AS ANNOUNCED BY THE RUET HILAL COMMITTEE.

No. ....

Date .....

M/s. .... are authorized to book  
(Name of the carrier)the passage/s of.....  
(Name of passenger/s)of.....holding passport Number/s.....  
(Country of Domicile)date of issue .....by.....  
(Method of Conveyance)from .....to .....in .....  
(Class of passage)

The passage should be booked by the normal direct route to the destination. Cost of passage/s

amounting to/not exceeding Pak Rs. ....may be collected from .....  
(Name of person/company)..... in Pakistan Rupees.  
paying the cost of passage/s)

DEPUTY DIRECTOR

STATE BANK OF PAKISTAN  
EXCHANGE POLICY DEPARTMENT.....  
(Place)



FORM 'P' -2  
(To be submitted in duplicate)

**APPLICATION TO BOOK PASSAGES FOR A DESTINATION OUTSIDE PAKISTAN  
AGAINST PAID TRAVEL ADVICES/TICKETS PAID FOR  
ABROAD OR 100% REBATED TICKETS**

1. (a) Full name and address of the applicant .....  
.....
- (b) Full name/s of passenger/s .....  
.....
2. (a) Nationality of the passenger/s, Passport number/s  
and date/s of issue. ....  
.....
- (b) CNIC number, date and place of issue. ....
3. G.I.R. No. and Income Tax Circle in case the applicant  
is income tax payer in Pakistan. If not, write "Nil". ....  
.....
4. Full name, address, nationality and occupation of the  
person who has made payment for the ticket outside  
Pakistan. Enclose PTA/ticket received from abroad. ....  
In case of 100% rebated ticket, certificate from the airline  
concerned should be enclosed indicating grant of 100%  
rebated passage facility under the IATA Regulations. ....
5. Purpose of visit for which passage is desired to be booked. ....
6. Consideration for which payment has been made by the  
person at 4 above or the consideration for which 100%  
rebated passage has been granted by the airline. ....  
.....
7. Exact relationship of the applicant with the payer. ....

.....  
(Signature of the applicant)

**FOR USE IN THE STATE BANK**

VALID FOR THREE MONTHS FROM THE DATE OF APPROVAL WITH THE QUALIFICATION THAT APPROVALS OF THE STATE BANK OF PAKISTAN BEARING CODE 'G' OR 'A' ARE NOT VALID FOR TRAVEL TO SAUDI ARABIA AND NEIGHBOURING COUNTRIES VIZ. EGYPT, SUDAN, DJIBOUTI, SOMALIA, ETHIOPIA, KENYA, SYRIA, TURKEY AND GREECE FROM SUCCEEDING 10TH OF SHAWWAL TO 10TH OF ZILHAJ AS ANNOUNCED BY THE RUET HILAL COMMITTEE.

Messrs ..... are hereby authorized to book passage

for Mr./Mrs./Miss ..... for journey from .....

to ..... against \* 100% rebated ticket/\* ticket paid for abroad as

mentioned above. No payment is to be accepted in Pakistan Rupees.

Approval No. ....

Date .....

.....  
Deputy Director

\* Delete not applicable.

Serial No.xyz 000000

FORM T-1

## FOREIGN EXCHANGE REGULATION ACT, 1947

## Application for Foreign Exchange for Travel

If the applicant is income tax payer, please indicate:-

Name and address of  
Authorized Dealer .....

G.I.R. No. ....

CNIC No., date and place

and the Income Tax Circle .....

of issue .....

If applicant is not an income tax payer, the word  
'Nil' should be clearly stated.I/We the undersigned hereby apply to obtain Foreign Exchange as detailed hereunder for  
travel abroad:-

Amount applied (state currency)	Cash or Travelers Cheques	Date proceeding	Destination	Purpose of visit

The following members for whose benefit exchange is also applied for are accompanying me.

Name	Age	Relationship	Particulars of exchange required

I/We hereby declare that:-

- (1) the amount of Foreign Exchange applied for is to cover the basic exchange allowance for myself and members of my family, as shown in the application or on attached sheet and who are travelling with me for the journey as described above; (Contd.)

- (2) the amount of exchange drawn for each member of the family including self shall be used solely for the living and travelling expenses of that person in the countries for which exchange is sanctioned and that in the event of cancellation, postponement or changes in the travel program of any of those persons, I undertake the full responsibility to resell, in compliance with the sub-section 3 of section 4 of the Foreign Exchange Regulation Act on cancellation of (any of) the ticket(s) voucher(s) or my failure to depart as indicated above. I/We shall without delay refund the exchange drawn by me/us for the journey which is not undertaken to an Authorized Dealer in Foreign Exchange in Pakistan. If the journey is not undertaken within the validity of the passage approval, I/We shall immediately apply to State Bank of Pakistan for permission to allow me/us to retain the Foreign Exchange drawn by me/us for the journey to be undertaken subsequently. Failing the receipt of such permission I/We shall resell the exchange without delay to an Authorized Dealer in Foreign Exchange in Pakistan;
- (3) the Exchange issued to me under this form may only be taken out by me/us on my/our departure from Pakistan and may not be sent out by post or through the medium of any other person or by any other means;
- (4) on my return to Pakistan I/we shall make immediate arrangements to resell the Foreign Exchange which may be unutilized to an Authorized Dealer in Foreign Exchange in Pakistan;
- (5) If I/we receive any foreign exchange through any other source for defraying my/our expenses etc., abroad, foreign exchange so obtained will be declared on return to the State Bank of Pakistan. Further I/we will surrender to an Authorized Dealer in Pakistan foreign exchange drawn from Pakistan to the extent of foreign exchange obtained abroad.

Name .....  
(Block Letters)

Address .....

.....  
Signature of the Applicant

..... Phone No. ....

Passport No. .... dated ..... Issued at ..... Nationality .....

---

(Valid for three months from the date of issue)

**STATE BANK OF PAKISTAN CERTIFICATE OF APPROVAL (if required)**

Approved for .....  
(State amount in figures and words)

Approval No. ....

Signature and Seal of the

Date .....

State Bank of Pakistan

(Contd.)

**To be completed by the Authorized Dealer**

1. We have examined the Passport/s, Pilgrim Pass/es or Emergency Certificate/s and confirm that their particulars as given over leaf are correct.
2. We have examined the ticket/s voucher/s covering the passage/s booked for the journey of the applicant (and his family if a group issue) the particulars of which are given below:-

Ticket No./s	Ship/Airline/Train/Bus	Scheduled Date of Departure	Immediate Destination

3. We have issued the following exchange under this application as approved, the particulars of which we have endorsed on the applicant's Passport/Pilgrim Pass and (in case of group issue) on the Passports/Pilgrim passes of each person for whom exchange is issued under this application.

**Amount/s issued (stating currency)**

(i)

Travellers Cheques

.....

.....

.....

(ii)

Currency Notes

.....

.....

.....

.....

Signature and Stamp of Authorized Dealer

**Coding of Transaction by Authorized Dealer/State Bank**

Country of destination .....				
Purpose/Category of Travel .....	X	X	1	
Department .....				

Amount of Foreign Exchange drawn (in figures) 

--	--	--	--	--	--	--	--	--	--

(in words) .....

.....

Signature and Stamp of State Bank/Authorized Dealer

I hereby certify having received the exchange issued to me as above.

.....

Signature of the applicant

FORM 'A'

(To be submitted in duplicate)

**FORM OF AIR TRAVEL WARRANT ISSUED BY THE GOVT. DEPTT. TO PIA  
FOR BOOKING PASSAGES FOR GOVT. SERVANTS OR A MEMBER OF AN  
OFFICIAL DELEGATION GOING ABROAD ON OFFICIAL DUTY**

No. ....

Government of  
Ministry of  
Department of

Date the .....

To  
M/s. Pakistan International Airlines

.....  
.....

*Subject:-* AIR TRAVEL ON GOVERNMENT ACCOUNT

Dear Sirs

I am directed to say that the undermentioned person/persons is /are required to travel on Government account on the date/s and to the place/s mentioned against his/her/their name/s:-

Name	Passport No.	Designation	Date	Destination	Particulars of family members
------	-----------------	-------------	------	-------------	-------------------------------------

You are requested to issue the necessary air ticket/air tickets to the person/persons mentioned above.

In case you are not operating any direct service to the place/places to be visited by the person/persons concerned arrangements may please be made to endorse a portion of the air ticket/tickets on any other airline which may be selected by the passenger/passengers.

The amount of the air tickets will be paid in cash/should be billed to this Ministry/Department quoting this letter as authority.

Yours faithfully

**APPLICATION FORM FOR RELEASE OF EXCHANGE  
FOR PROFESSIONAL TRAINING**

**(To be completed by the Sponsoring Company in Pakistan)**

1. Name of the trainee. ....
2. Age and academic/technical qualifications. ....
3. Passport number with date and place of issue. ....
4. Position held with the sponsoring company and length of service. ....
5. Name of the foreign firm/organization offering training facility and its relationship with the sponsoring company in Pakistan. (Attested copy of the correspondence, if any, and other relevant information in support of the request should be attached). ....
6. Nature and duration of the training with date of its commencement. ....
7. Name of institution etc. where training will be provided. ....
8. Details of facilities monetary or otherwise being provided by foreign organization etc. ....
9. Foreign Exchange requirements. ....

Date .....

*For and on behalf of*

.....

*Director/Manager*

Sl. No.	COUNTRY	RATE OF DAILY ALLOWANCE	
		TOP LEVEL EXECUTIVES	JUNIOR EXECUTIVES
1.	2	3	4
		US\$	US\$

<b>1. Australia</b>		
Surbers, Paradise & Melbourne Darwin	171	154
Cabnerrat Hobart	168	151
Brisbane	166	149
Adelaide	164	148
Sydney	163	147
Alice Springs	146	131
Launceston	141	127
Perth	156	140
Elsewhere	131	118
<b>2. Austria</b>		
All Areas	200	180
<b>3. Belgium</b>		
All Areas	274	247
<b>4. Canada</b>		
Ottawa	152	137
Toronto	174	157
Montreal	133	120
Vancouver	179	161
Quebec City	167	150
Calgary	167	150
Winnipeg	162	146
Elsewhere	99	89
<b>5. China</b>		
Beijing (May & 1 <sup>st</sup> Sept.30 <sup>th</sup> Nov.)	164	148
Beijing (01 Dec. 30 Apr)(01 June 31 <sup>st</sup> Aug)	151	136
Shanghai	178	160
Nanjing	172	155
Chonging	170	153
Guamhzhou	170	153
Tianjin	142	128
Shenzen	164	148
Quingdao	159	143
Dali Am	164	148
Fuzhou	157	141
Lhasa (April-Oct.)	157	141



Sl. No.	COUNTRY	RATE OF DAILY ALLOWANCE	
		TOP LEVEL EXECUTIVES	JUNIOR EXECUTIVES
1.	2	3	4
		US\$	US\$

	Wu-Ham	153	138
	Guilin	151	136
	Kunming	147	132
	XIAMEN	146	131
	Zhengzhou	143	129
	Chengdu	143	129
	Suzhou	140	126
	Lhasa (Nov – Mar.)	133	124
	Wuxi	137	123
	Huangzhou	136	122
	XI' AN	126	113
	Urumqi	120	108
	Hai Kov	91	82
	Elsewhere	88	79
<b>6.</b>	<b>Czech Republic</b>		
	Prague	188	169
	Karlovy Vary	143	129
	Brno	110	99
	Plzem	84	76
	Ceske Budejovice	76	68
	Hradec Kralove	70	63
	Elsewhere	52	47
<b>7.</b>	<b>Denmark</b>		
	All Areas.	201	181
<b>8.</b>	<b>Finland</b>		
	Helsinki	229	206
	Elsewhere	191	172
<b>9.</b>	<b>France</b>		
	Paris	220	198
	Elsewhere	193	174
<b>10.</b>	<b>Germany</b>		
	Frankfurt	253	228
	Leipzig	224	202
	Berlin	224	202
	Bonn	221	199
	Nuremburg	202	182
	Elsewhere	206	185
<b>11.</b>	<b>Hongkong</b>		
	All Areas	216	194

Sl. No.	COUNTRY	RATE OF DAILY ALLOWANCE	
		TOP LEVEL EXECUTIVES	JUNIOR EXECUTIVES
1.	2	3	4
		US\$	US\$

<b>12.</b>	<b>Hungary</b>		
	All Areas	191	172
<b>13.</b>	<b>India</b>		
	Kolkata	142	128
	Mumbai	138	124
	New Delhi	134	121
	Hyderabad	126	113
	Banglore	122	110
	Madras	129	116
	Mysore	81	73
	Udaipur	110	99
	Gea	79	71
	Agra	107	96
	Lucknow	93	84
	Jaipur	93	84
	Varanasi	92	83
	Aurangabad	69	62
	Shimla	70	63
	Elsewhere	57	51
<b>14.</b>	<b>Italy</b>		
	Milan	214	193
	Florence	148	133
	Venice	196	176
	Rome	192	173
	Turin	169	152
	Elsewhere	167	150
<b>15.</b>	<b>Japan</b>		
	Tokyo	380	342
	Yokohama	312	281
	Osaka	297	267
	Okinawa	274	247
	Nagoya	201	181
	Hakone	310	279
	Shimoda	300	270
	Furano	290	261
	Shodoshima	277	249
	Hakata	274	247
	Sapporro	306	275
	Nara	256	230
	Kyoto	288	259

Sl. No.	COUNTRY	RATE OF DAILY ALLOWANCE	
		TOP LEVEL EXECUTIVES	JUNIOR EXECUTIVES
1.	2	3	4
		US\$	US\$

	Tsuruoa	253	228
	Miyazaki	243	219
	Kokowue	237	213
	Kanazawa	237	213
	Karatsu	237	213
	Saga	222	200
	Nagasaki	222	200
	Narita	222	200
	Chitose	220	198
	Kobe	253	228
	Kawasaki	219	197
	Sendaicity	218	196
	Okayama	213	192
	Shizuok City	208	187
	Matsuyama	201	181
	Niigata City	199	179
	Kumamoto	192	173
	Mito	191	172
	Kochi	179	161
	Hiroshima	177	159
	Tsuyama	167	150
	Matsue	163	147
	Elsewhere	199	179
<b>16.</b>	<b>Korea, Republic of:</b>		
	Seoul	224	202
	Kyungjv	202	182
	Cheju Island	218	196
	Busan	200	180
	Yousong and Changwon	131	118
	Daejon	117	105
	Elsewhere	106	95
<b>17.</b>	<b>Netherland</b>		
	All Areas	232	209
<b>18.</b>	<b>New Zealand</b>		
	All Areas	149	134
<b>19.</b>	<b>Norway</b>		
	All Areas	201	181
<b>20.</b>	<b>Poland</b>		
	Warsaw (Hotel Victoria, Forum & Holiday Inn)	157	141

Sl. No.	COUNTRY	RATE OF DAILY ALLOWANCE	
		TOP LEVEL EXECUTIVES	JUNIOR EXECUTIVES
1.	2	3	4
		US\$	US\$
	Warsa (Elsewhere)	99	89
	Elsewhere	113	102
<b>21.</b>	<b>Romania</b>		
	Bucharest (All Hotels)	190	171
	Brasov City (Hotel Aro)	156	140
	Brasov City (Elsewhere) & Elsewhere	102	92
<b>22.</b>	<b>Saudi Arabia</b>		
	Riyadh	160	144
	Dammam	146	131
	Al-Jubail	169	152
	Qasim	129	116
	Gizan	106	95
	Makka al-Muzzamah	178	160
	Madina Munawara	162	146
	Taif	162	146
	Al-Khobar	154	139
	Yanbu	134	121
	Dhahran & Al-Baha	148	133
	Abha	144	130
	Jeddah	127	114
	Elsewhere	101	91
<b>23.</b>	<b>Singapore</b>		
	All Areas	212	191
<b>24.</b>	<b>Sweden</b>		
	Stockholm	210	189
	Gothenburg	123	111
	Malme	171	154
	Elsewhere	106	95
<b>25.</b>	<b>Switzerland</b>		
	All Areas	207	186
<b>26.</b>	<b>Thailand</b>		
	Bangkok	147	132
	Cham Am	120	108
	Hau Him	108	97
	Pattaya	107	96
	Nakern Rajchasima Haao Yaidistrict	120	108
	Rayong	102	92
	Phuket	100	90
	Nakorn Phatom (Rose Garden)	94	85

Sl. No.	COUNTRY	RATE OF DAILY ALLOWANCE	
		TOP LEVEL EXECUTIVES	JUNIOR EXECUTIVES
1.	2	3	4
		US\$	US\$
	Nae Hong Son	82	74
	Chiang Mai	81	73
	Chiang Rai	64	58
	Rangsit (Air Campus) Ranong	62	56
	Ait, Pathumthani	71	64
	Surat Thdri	57	51
	Bang, Saen/Khon Kaen	52	47
	Tak	51	46
	Nakern Phatom (Elsewhere)	50	45
	Hatyai Songkla	54	49
	Aranyaprathetc, Chumporn	49	44
	Elsewhere	44	40
<b>27.</b>	<b>Turkey</b>		
	Istanbul (Hotels Conrad,	223	201
	Marmara, Suisse, Hילו & Ciragan)		
	Instanbul (Elsewhere)	188	169
	Izmir	86	77
	Antalya	116	104
	Ankara	108	97
	Bursa	103	93
	Elsewhere (Com.Acc)	79	71
	Elsewhere (Govt.Guest House)	17	15
<b>28.</b>	<b>United Kingdom</b>		
	London	222	200
	Elsewhere	180	162
<b>29.</b>	<b>U.S.A</b>		
	New York	204	184
	Chicago	169	152
	Washington D.C	188	169
	Boston	180	162
	San Francisco	174	157
	Los Angeles	166	149
	Honoudulu	169	152
	Philadephia	136	122
	Miami	153	138
	Elsewhere	109	98
<b>30.</b>	<b>Yugoslavia</b>		
	Belgrade	153	138
	Podgorica	48	43
	Elsewhere	86	77

### APPLICATION FORM FOR MEDICAL TREATMENT ABROAD

1. Name and address of the applicant .....
  2. CNIC No. ....
  3. Passport No. ....
  4. Age .....
  5. Period of continuous residence in Pakistan .....
  6. Nature of Disease .....
  7. Names of Institutions/Doctors who have carried out treatment of  
above disease .....
  8. Treatment contemplated and in which country/countries .....
  9. Anticipated length of stay abroad under treatment .....
  10. Estimated cost of the treatment as per invoice/estimate of  
foreign hospital: .....
  - (i) Estimated expenses for operation .....
  - (ii) Estimated expenses for medicines .....
  - (iii) Estimated expenses for consultation/Medical Advice .....
  - (iv) Estimated expenses for boarding and lodging in  
hospital/outside .....
- Total: .....

I hereby declare that the information given above is correct to the best of my knowledge and belief and that in case any information furnished by me is found to be incorrect I will render myself liable to action under the Foreign Exchange Regulation Act, 1947.

.....  
Signature of the applicant/Next of Kin/Sponsor  
Name and Full Address:.....  
.....  
.....

Date: .....

### CERTIFICATE OF THE MEDICAL SPECIALIST/MEDICAL SUPERINTENDENT OF THE HOSPITAL

1. It is confirmed that Mr./Mrs./Miss ..... has been examined on ..... by the undersigned and he/she is suffering from .....
2. In my opinion the ailment from which he/she has been suffering is serious and it is essential for him/her to proceed to ..... for treatment. For this purpose I recommend release of exchange amounting to .....for treatment. The broad basis for the amount recommended is indicated below:-
  - (i) Estimated expenses for Operation .....
  - (ii) Estimated expenses for Medicines .....
  - (iii) Estimated expenses for consultation /Medical Advice .....
  - (iv) Estimated expenses for Boarding/Lodging in Hospital/Outside .....

Dated.....

.....  
Signature of the Specialist/Medical Superintendent  
Name of the Doctor.....  
Name/Address of the Hospital with Rubber Stamp  
.....  
.....

**FOREIGN EXCHANGE REGULATION ACT, 1947****FORM OF APPLICATION FOR THE TRANSFER OF FUNDS BY  
PAKISTAN NATIONALS WISHING TO MIGRATE  
PERMANENTLY FROM PAKISTAN**

To,  
The State Bank of Pakistan,  
Exchange Policy Department,  
.....

Through : .....(Authorized Dealer in Foreign Exchange)

Dear Sirs,

I hereby apply for grant of passage and exchange facility for migration to .....(Name of country)

I am proceeding with the following dependents who are accompanying me with the intention to reside permanently in that country:-

Sl. No.	Name	Age	Relationship with the applicant
---------	------	-----	------------------------------------

I confirm that I am a citizen of Pakistan and that I hold passport No. .... issued by the Government of Pakistan dated ..... which is submitted herewith alongwith form P/P2 and 'M'/T-1.

I declare that authorities in the country to which I propose to migrate are prepared to admit me and my dependents as immigrants. As a proof of the correctness of this statement, I submit herewith following evidence:-

The names of my bankers in Pakistan are as follows: .....  
The names of my bankers abroad (if any) are as follows: .....

I have completed the declaration on the reverse as required jointly with the dependents accompanying me (other than minors).

Yours faithfully,

Name of applicant .....  
Full residential address in  
Pakistan .....  
.....  
Occupation: .....

.....  
(Signature of the applicant)

Date .....

P.T.O

**DECLARATION TO BE SIGNED BY THE APPLICANT AND  
ACCOMPANYING DEPENDENTS (OTHER THAN MINORS)**

(a) I/We declare that I/we intend to reside permanently in the country of destination as stated on the reverse.

(b) The following is a true and complete statement of my/our assets (whether in Rupees or in any other Foreign Currency) belonging to me/us, whether held inside or outside Pakistan (where none write 'None' in the appropriate Section/s):-

1. Bank balances(s) with .....
2. Pakistan Rupee shares and securities including .....  
National Savings Certificates, Defence Savings .....  
Certificates, NIT Units etc. ....
3. Foreign securities. ....
4. Insurance policies or annuities (State the averages .....  
amount, name of the company, the date when the .....  
policy was taken out, and when benefits are payable) .....
5. Other assets (e.g. real estate, pension, provident .....  
fund etc.) .....
6. Value of house-hold effects to be taken Rs. ....
7. Value of personal belongings to be taken Rs. ....  
.....  
.....  
.....

.....  
Signatures of applicant and of all  
dependents accompanying him  
(other than minors).

Date .....



## LIST OF CHAMBERS OF COMMERCE & INDUSTRY

### FEDERATION:

All Offices of the Federation of Pakistan Chambers of Commerce & Industry.

### CHAMBERS:

1. Azad Jammu & Kashmir Chamber of Commerce & Industry,  
115-F-1, Jaridan Road, Mir Pur: P.O.Box No.12,  
Azad Jammu & Kashmir.
2. Faisalabad Chamber of Commerce & Industry,  
Muslim Commercial Bank Building,  
4<sup>th</sup> Floor, Room No.3, Circular Road,  
Faisalabad.
3. Gujranwala Chamber of Commerce & Industry,  
499-B, Satellite Town,  
Gujranwala.
4. Hyderabad Chamber of Commerce & Industry,  
P.O.Box No.99, Baitul Inayat,  
Cantonment, 526, Quaid-e-Azam Road,  
Hyderabad.
5. Karachi Chamber of Commerce & Industry,  
Aiwan-e-Tijarat, Aiwan-e-Tijarat Road, P.O.Box No.4158,  
Karachi-2.
6. Lahore Chamber of Commerce & Industry,  
11-Race Course Road, P.O.Box No.597,  
Lahore.
7. Multan Chamber of Commerce & Industry,  
Co-operative Bank Building,  
Kutchery Road, P.O.Box No.90,  
Multan.
8. Overseas Investors Chamber of Commerce & Industry,  
Chamber of Commerce Building,  
P.O.Box No.4833, Talpur Road, Karachi-  
2.

9. Quetta (Balochistan) Chamber of Commerce & Industry,  
P.O.Box No.117, D-5/2(7), Ingle Road,  
Quetta (Balochistan).
10. Rawalpindi Chamber of Commerce & Industry,  
Chamber House, 108-Adamjee Road,  
Rawalpindi.
11. Sarhad Chamber of Commerce & Industry,  
Sarhad Chamber House, G.T.Road,  
Peshawar.
12. Sukkur Chamber of Commerce & Industry,  
Opp: New Cloth Market,  
Sukkur.
13. Sialkot Chamber of Commerce & Industry,  
Kutchery Road,  
Sialkot.
14. Dera Ghazi Khan Chamber of Commerce & Industry,  
Victoria Hotel, Block 'C',  
Dera Ghazi Khan.
15. The American Business Council of Pakistan,  
3<sup>rd</sup> Floor, Shaheen Commercial Complex,  
M.R.Kayani Road,  
Karachi.
16. Islamabad Chamber of Commerce & Industry,  
Islamabad.
17. Sargodha Chamber of Commerce & Industry,  
Kutchery Bazar,  
Sargodha.
18. Dadu Chamber of Commerce & Industry,  
258, Deh Hathal Buth Nooriabad,  
Super Highway,  
Distt: Dadu.
19. The Dera Ismail Khan Chamber of Commerce & Industry,  
West Circular Road,  
Dera Ismail Khan.
20. Gujrat Chamber of Commerce & Industry,  
62-A, S.I.E.G.T. Road,  
Gujrat.

21. Hazara Chamber of Commerce & Industry,  
Al-Mumtaz Plaza, Supply Bazar, Mansehra Road,  
Abbottabad.

## **LIST OF TRADE ASSOCIATIONS**

### **FAISALABAD:**

1. Pakistan Small Units Powerlooms Association,  
18-B, Gymkhana Road, Civil lines,  
Faisalabad.
2. Pakistan Particle Boards Manufacturers Association,  
Faisalabad.
3. All Pakistan Cloth Exporters Association,  
Room No.12, 4<sup>th</sup> Floor, Muslim Commercial Bank Building, Circular Road,  
Faisalabad.
4. All Pakistan Textile Processing Mills Association,  
3, Sitara Market, Maqbool Road, Rex Crossing,  
Faisalabad.

### **ISLAMABAD:**

1. Pakistan Overseas Employment Promoters Association,  
House No.6, F-7/1,  
Shah Faisal Masjid Road,  
Islamabad.
2. Pakistan Opticians Association,  
63, I & T Centre,  
Islamabad.

### **KARACHI:**

1. Pakistan Advertising Association,  
Room No.232, Hotel Metropole, Club Road,  
Karachi.
2. Pakistan Automobile Spare Parts Importers &  
Dealers Association,  
4/18, Rimpa Plaza, Plaza Square,  
M.A.Jinnah Road,  
Karachi.

3. Betel Leaves Importers & Retailers Association of Pakistan, 207, Tahir Plaza, Pan Mandi, Nanak Wara, Karachi.
4. Association of Builders and Developers, 6<sup>th</sup> Floor, Bambino Chambers, Garden Road, Karachi.
5. Pakistan Carpet Manufacturers & Exporters Association, P.I.A. Building, 2<sup>nd</sup> Floor, Stratchan Road, Karachi.
6. Pakistan Cement Manufacturers Association, P.I.D.C. Building, 2<sup>nd</sup> Floor, Dr.Ziauddin Ahmad Road, Karachi.
7. Pakistan Chemists and Druggists Association, 18 – Sheikh Chambers, 2<sup>nd</sup> Floor, Near Light House Cinema, M.A.Jinnah Road, Karachi.
8. Pakistan Chemicals & Dyes Merchants Association, Chemical Dye House, Jodia Bazar, Rambharti Road, Karachi.
9. Cigarette Manufacturers Association of Pakistan, 177-R-Block-2, PECHS, Karachi.
10. Pakistan Cloth Merchants Association, 64-C, Latif Cloth Market, Karachi.
11. Karachi Cotton Association, Cotton Exchange Building, I.I.Chundrigar Road, Karachi.
12. Pakistan Cotton Ginners Associations, 1<sup>st</sup> Floor, Yousafali Alibhoy Building, Opp: Naz Chambers, Shahrah-e-Liaquat, New Challi, Karachi.
13. Pakistan Electrical & Electronics Merchants Association, Suit No.10, 3<sup>rd</sup> Floor, Arkay Square, Shahrah-e-Liaquat, Karachi.
14. Pakistan Electronic Manufacturers Association, Rizvi Chambers, 2<sup>nd</sup> Floor, Akbar Road, P.O.Box No.7741, Karachi.

15. Pakistan Film Distributors Association,  
Sheikh Chambers, Near Light House Cinema,  
M.A.Jinnah Road, Karachi.
16. Pakistan Film Exhibitors Association,  
Lyric Cinema Building, Garden Road,  
Karachi.
17. Pakistan Handicrafts Manufacturers & Exporters Association,  
105, 1<sup>st</sup> Floor, Alfarid Centre, Moulvi Tamizuddin Khan Road, Karachi.
18. Pakistan Hardware Merchants Association,  
Mandviwala Building, Serai Road,  
Karachi.
19. Pakistan Hosiery Manufacturers Association,  
26-Dilkusha Chambers, 2<sup>nd</sup> Floor, Marston Road,  
Off: Godean Cinema,  
Karachi.
20. Pakistan Hotels Association,  
Shafi Court, Ground Floor, Mereweather Road, Civil Lines, P.O.Box No.7448,  
Karachi-4.
21. Insurance Association of Pakistan,  
Jamshed Katrak Chambers, Machi Miani, P.O.Box No.4932, Karachi.
22. Pakistan Iron and Steel Merchants Association,  
10, Writers Chambers, 2<sup>nd</sup> Floor, Mumtaz Hassan Road. P.O.Box No.4827,  
Karachi.
23. Pakistan Jute Mills Association,  
Habib Square, 3<sup>rd</sup> Floor, Insurance House No.3, M.A.Jinnah Road, Karachi.
24. Pakistan Match Manufacturers Association,  
40, Aiwane-Tijarat, Aiwane-Tijarat Road,  
Karachi.
25. Pakistan Metal Container Manufacturers Association,  
B/24, S.I.T.E. P.O.Box No.3608,  
Karachi.
26. Pakistan Paint Manufacturers Association,  
P.O.Box No.3602 Block-14, Federal 'B' Area,  
Karachi.
27. Pakistan Pharmaceutical Manufacturers Association,  
130-Hotel Metropole, Club Road,  
Karachi.

28. Pakistan Pharmaceutical Importers Association,  
Al-Yousuf Chambers, 4/36, 4<sup>th</sup> Floor, Shahrah-e-Liaquat,  
New Challi,  
Karachi.
29. Pakistan Plastic Manufacturers Association,  
C-20, S.I.T.E.,  
Karachi-16.
30. Pakistan Poultry Association,  
107, Trade Centre, Ist Floor, Near National House, Shahra-e-Faisal,  
Karachi-8.
31. Pakistan Pulp Paper and Board Makers Association,  
402, Burhani Chambers, Abdullah Haroon Road,  
Karachi.
32. Pakistan Readymade Garments Manufacturers & Exporters' Association,  
430-431, Muhammadi House, I.I. Chundrigar Road,  
Karachi.
33. Pakistan Sanitary Merchants & Manufacturers Association,  
C/o Qadri Brothers Foundry & Workshop,  
Nishtar Road, Near Shoe Market,  
Karachi.
34. Pakistan Seafood Industries Association,  
Construction House, 21-E, Block-6, PECH,  
Karachi.
35. Pakistan Ship Breakers Association,  
Shippers Building, I.I. Chundrigar Road,  
Karachi.
36. Pakistan Shipowners Association,  
Ralli Brothers Building, Talpur Road,  
Karachi.
37. Pakistan Silk & Rayon Mills Association,  
10, Bank House No. 3, Habib Bank Square,  
4<sup>th</sup> Floor, M.A. Jinnah Road,  
Karachi.
38. Pakistan Small Industries Association,  
Madha Chamber, 2<sup>nd</sup> floor, M.A. Jinnah Road,  
Karachi.

39. Pakistan Soap Manufacturers Association,  
1148, Ist Floor, Sunny Plaza, Hasrat Mohani Road, Karachi-I.
40. Pakistan Stationers Association,  
Fadoo Building, M.A. Jinnah Road,  
Karachi.
41. All Pakistan Solvent Extractors Association,  
C/o. Cake and Oil Products Limited, United bank Building,  
I.I. Chundrigar Road,  
Karachi.
42. Pakistan Tanners Association,  
Plot No.47, Sector 7-A, Korangi Industrial Area,  
Karachi.
43. Pakistan Tea Association,  
Mohammad Bukhsh Building, Ist Floor, 23 West Road, Karachi-2.
44. All Pakistan Textile Mills Association,  
Mohammadi House, I.I. Chundrigar Road,  
Karachi.
45. Towels Manufacturers Association of Pakistan,  
45, Idris Chamber, Talpur Road,  
Karachi.
46. Travel Agents Association of Pakistan,  
205-5 Central Hotel Building, Merewether Road,  
Karachi.
47. Pakistan Vanaspati Manufacturers Association,  
404, Muhammadi House, I.I. Chundrigar Road,  
Karachi.
48. Pakistan Waste Products Association,  
12-A, Nadir House, I.I. Chundrigar Road,  
Karachi.
49. Pakistan Yarn Merchants Association,  
224-B, Latif Cloth Market, Ist Floor, Saleh Muhammad Street,  
Karachi.
50. Pakistan Tyre Importers & Dealers Association,  
Karachi.

51. Pakistan Bidi Manufacturers Association,  
Karachi.
52. Pakistan Cotton Fashion Apparel Manufacturers &  
Exporters Association,  
Karachi.
53. Pakistan Bedwear Exporters Association,  
12-13, Timber Pond, Keamari Road,  
Karachi-2.
54. Pakistan Commercial Exporters of Towels Association,  
1019, Uni Plaza, I.I.Chundrigar Road,  
Karachi.
55. All Pakistan Gem Merchants & Jewellers Association,  
403, 4<sup>th</sup> Floor, Hussain Centre,  
Zaibunnisa Street, Saddar,  
Karachi-5.
56. The Pakistan Wool & Hair Exporters Association,  
511/21, Garden East, Business Recorder Road,  
Karachi-0510.
57. Pakistan Knitwear & Sweaters Exporters Association,  
Room No.6, 7<sup>th</sup> Floor, Textile Plaza, M.A.Jinnah Road,  
Karachi.
58. All Pakistan Motion Pictures Investors Association,  
Lyric Cinema Building, 70 – Agha Khan Road, Karachi 0310 A.
59. Pakistan Agricultural Pesticides Association,  
F/7, Al-Hamra Centre, Central Commercial Area,  
Shaheed-e-Millat Road,  
Karachi.
60. Pakistan Restaurants & Caterers Association,  
Head Office, 220 Ghadially Building,  
Opp: Empress Market, Saddar,  
Karachi.
61. All Pakistan Paper Merchant Association,  
Room No.104, Azeem Paper Market, Hasan Ali Effendi Road,  
Karachi.
62. Air Cargo Agents Association of Pakistan,  
41/1/L, Block 6, PECHS,  
Karachi.



## **LAHORE**

1. Pakistan Arms & Ammunition Merchants and Manufacturers Association, 63 – The Mall, Lahore.
2. Pakistan Electrical Manufacturers Association, P.O.Box No.1427, 14-A, Davis Road, Lahore.
3. Pakistan Film Producers Association, Regal Cinema Building, Shahrah-e-Quaid-e-Azam, Lahore.
4. Pakistan Flour Mills Association, P.O.Box No.47, Room No.103-104, Qadri Chamber Hall, Mcleod Road Chowk, Lahore.
5. Pakistan Industrial Fasteners Manufacturers Association, C/o, the Searose Industries Limited, Gardee Trust Building, Thornton Road, Lahore.
6. Pakistan Association of Printing & Graphic Arts Industry, Quran Manzil, 98-Railway Road, Lahore.
7. Pakistan Publishers & Booksellers Association, YMCA Building, Shahrah-e-Quaid-e-Azam, Lahore.
8. Pakistan Steel Melters Association, 4-A, Shah-Din-Building, Shahrah-e-Quaid-e-Azam, Lahore.
9. Pakistan Steel Re-rolling Mills Association, Rashid Chambers, 1<sup>st</sup> Floor, 6-Link Mcleod Road Lahore.
10. Pakistan Sugar Mills Association, 328-329, Al-Falah Building, 3<sup>rd</sup> Floor, Shahrah-e-Quaid-e-Azam, Lahore.
11. Pakistan Woolen Mills Association, 2<sup>nd</sup> Floor, Lahore Autos Building, 87, Shahrah-e-Quaid-e-Azam, Lahore.

12. Pakistan Art Silk Fabrics & Garments Exporters Association,  
1<sup>st</sup> Floor, Ghulam Rasool Building, 60-The Mall,  
Lahore.
13. Pakistan Canvas & Tents Manufacturers &  
Exporters Association,  
15/63 Afridi Mansion, Shadman Commercial Market,  
Lahore.

#### **MULTAN**

1. Multan Cotton Association,  
Cooperative Bank Building, Kutchery Road,  
Multan.
2. Trader's Chamber,  
1<sup>st</sup> Floor, Millat Cloth House,  
Multan.
3. All Pakistan Bedsheets & Upholstery  
Manufacturers Association,  
Multan.

#### **PESHAWAR**

1. Pakistan Agricultural Machinery & Implements  
Manufacturers Association,  
Jamrud Road,  
Peshawar.
2. Pakistan Second Hand Clothing Merchants Association,  
Jahangir Pura Bazar, Peshawar City.
3. All Pakistan Commercial Exporters Association of Rough and Unpolished  
Precious and Semi-precious Stones,  
Hotel Noor, Namak Mandi,  
Peshawar.

#### **QUETTA**

1. Pakistan Mine Owners Association,  
Harikishan Road,  
Quetta.

#### **SIALKOT.**

1. Pakistan Gloves Manufacturers and Exporters Association,  
P.O.Box No.1330,  
Sialkot.
2. Pakistan Sports Goods Manufacturers and

- Exporters Association,  
Sialkot City.
3. Surgical Instruments Manufacturers Association of Pakistan,  
Kutchery Road,  
Sialkot.

**WAZIRABAD**

1. Pakistan Cutlery & Stainless Utensils Manufacturers and  
Exporters Association,  
P.O.Box No.41,  
Wazirabad.

FORM 'T2'

(VALID FOR ONE MONTH  
FROM DATE OF ISSUE)

## FOREIGN EXCHANGE REGULATION ACT, 1947

APPLICATION FOR SPECIAL ALLOTMENT OF EXCHANGE FOR THE  
PURPOSE OF TRAVELLING OUTSIDE PAKISTAN FOR BUSINESS REASONS.

1. In applying for the facilities set out in para 3 below I, .....  
(Full name of applicant)

..... do hereby declare that the journey to which this application relates is to be made solely for the purpose described in para 2 below and that the length of time I propose to remain abroad is the minimum necessary for that purpose and I acknowledge that I have been notified that the following conditions, will, pursuant to section 4(3) of the Foreign Exchange Regulation Act, 1947, apply to the use of any foreign exchange for which I now make application:-

- (i) That such foreign exchange shall not be expended for purposes other than the cost of my own living expenses, entertainment for business purposes, and normal transport in the countries to be visited.
- (ii) That on my return to Pakistan I will make immediate arrangements with the authorized dealer through whom I obtain the foreign exchange for the resale of the foreign exchange which may be un-utilized.
- (iii) That I further declare hereunder:-
  - (a) I have not drawn any exchange through any other Authorized Dealer for this journey.
  - (b) I have not drawn any exchange in connection with the business of any other sister concern with which I am associated financially or otherwise in respect of this journey.
  - (c) I and other representatives of the firm have made the following visits abroad during the current calendar year:-

Date	Name of the representative	Amount of exchange drawn	Countries visited
------	----------------------------	--------------------------	-------------------

- (d) The firm or the Company has its principal office at ..... and corresponds with the State Bank of Pakistan Office at ..... only for the purpose of exchange control matters.

P.T.O.

**2. Purpose of Journey****(Please read carefully the note below)**

Please give below a precise description of the purpose of the journey, including full details of the business to be transacted indicating the centres to be visited and the time to be spent at each centre.

**3. Period of Stay (Specify Exactly)**

Country	No. of days	Exchange Required
.....	.....	.....
.....	.....	.....
.....	.....	.....

Name of Applicant: .....

(in Block Letters)

Complete Address: .....

Designation &amp; Technical Qualifications .....

Passport No. .... Date ..... Place of issue .....

Approximate date of departure ..... and return .....

Date .....

.....  
Signature of Applicant  
(Traveler)

4. Declaration to be signed on behalf of the firm or company whom the traveler is representing, by person(s) authorized to operate on their banking account or by persons specially authorized to sign these applications on their behalf.

We Messrs. ....(Name of firm/company)

hereby declare that the journey to which this application relates is being undertaken on our behalf by Mr. ....,  
(Name of traveler)

\* Who is Managing Director/Director/Working Partner/Proprietor/Whole-time employee of our firm/company and the total cost is being charged to us. Our National Tax Number is

			-				-												
--	--	--	---	--	--	--	---	--	--	--	--	--	--	--	--	--	--	--	--

\* Score out which is not applicable.

.....  
Stamp and Signature with  
name and designation

Date .....

Date .....

**Certificate for sanction of Business Travel Quota/Purchase of Air ticket**

AUTHORIZED SIGNATURE WITH STAMP

**CERTIFICATE OF THE AIRLINE/SHIPPING COMPANY  
TRAVEL AGENT**

Certified that we have today issued Ecy./First Class ticket No. ....  
for the sector(s) ..... valuing Rs. ....  
in favor of Mr./Mrs./Miss .....  
It is further confirmed that we have received payment in respect of this ticket from  
M/s. ....  
(Name of Firm/Company)  
through cheque No. .... date ..... for Rs. ....  
drawn on .....  
(Name of Bank)

Date .....

AUTHORIZED SIGNATURE WITH STAMP

**CERTIFICATE OF THE AUTHORIZED DEALER**

\*Certified that we have today released US\$ .....  
@ ..... per day for ..... days in favour of  
Mr./Mrs./Miss ..... of ..... (Name of exporter)  
as recommended above by ..... on production  
by the above traveller of (i) valid passport (ii) Computerized National Identity Card and (iii) ticket  
No. .... dated ..... for the sectors .....  
of M/s. ....  
(Name of Airline)

**OR**

\*Certified that Mr./Mrs./Miss .....  
is holding Credit Card No. .... issued by M/s. ....  
and we have initially released to him/her US\$ .....

on ..... The details of amount utilized by him/her against the above Credit Card are as under:

S.No.	Date of remittance	Amount	Remarks
1.			
2.			
3.			

Further certified that the foreign exchange released to

Mr./Mrs./Miss ..... has been endorsed on the passport and the ticket of the traveler. It is also confirmed that the rupee cost of the foreign exchange released has been received by us through a cheque No. .... dated ..... for Rs. .... drawn on ..... (Name of bank) by M/s. .... (Name of exporter)

Dated .....

AUTHORIZED SIGNATURE WITH STAMP

\* (Strike out whichever is not applicable)



**UNDERTAKING**

The Director,  
Exchange Policy Department,  
State Bank of Pakistan,

Dated .....

Through .....  
(Name of Bank)

**SUBJECT: PARTICIPATION AT INTERNATIONAL TRADE FAIR/EXHIBITION**

Dear Sir,

We intend to participate in our private capacity in the above trade fair/exhibition for the display/sale of .....

We hereby undertake to comply with the following terms and conditions:-

- (i) that we shall directly reserve space in the above fair and shall be responsible for payment of all dues direct to the Fair authorities.
- (ii) that we shall send our goods to the Fair under the normal export procedure on Form 'E' prescribed by the State Bank of Pakistan and shall be responsible for repatriation of the full sale proceeds to Pakistan just after the close of the fair to the satisfaction of the Bank. Further, besides repatriation of the declared value of the goods sold at the fair, we shall also be responsible to remit back to Pakistan the amount which is remitted by us from Pakistan on account of space rent etc. or is carried by our representative (s) for payment of advance deposit, Customs duty, Sales tax,

**OR**

that we shall send the goods only for exhibition/display as the sale of exhibits is not permitted by the fair authorities and will re-import the same after close of the fair. However, in case the goods are sold, we shall repatriate the sale proceeds and produce the bank encashment certificate to the concerned authorities. Further, we shall render account for amount remitted for construction of pavilion duly supported by receipt/vouchers soon after arrival,

- (iii) that in determining the quantity of the goods to be sent by us to the Fair, we shall keep in view the size of our stall and shall not under any circumstances ship goods in excessive quantities unless we have made adequate storage arrangements for such goods,
- (iv) that we shall make adequate arrangements for payment of advance deposit, duty and taxes, if required by the authorities before the release of our goods meant for the display/sale at the Fair,
- (v) that we shall set up a presentable stall at the Fair in consultation with the Commercial Secretary, Embassy/High Commission of Pakistan, or any other officer as may be deputed for this purpose,

- (vi) that instead of concentrating on spot sales we shall try to book orders for regular supply,
- (vii) that we shall not render into any un-healthy competition with the Pakistani exporters at the Fair which may result in reduction of the prices of Pakistani products,
- (viii) that we shall fully brief our representative of the Fair Rules and that he shall abide by them in their true spirit and will not act in any manner prejudicial to Pakistan's interests and prestige in the host country. He shall pay advance deposit or duty as may be required by the authorities of the host country and shall not seek any exemption or relaxation in the matter of such payment or for any sort of guarantee from the Pakistan Embassy/High Commission. During the exhibition, under no circumstances we shall use the name of Pakistan and fly national flag at our pavilion without prior permission,
- (ix) that we shall submit to the authorities Bill of Entry evidencing re-import of unsold exhibits within four months from the date of close of fair and in case the goods are sold, certified account sale will be produced by us,
- (x) that our representative shall submit to State Bank a detailed report of our participation in the Fair within three month of the closing of Fair. The report so submitted shall indicate the value of goods sold and orders booked at the Fair.
- (xi) that our firm shall be liable to any penal action as may be deemed appropriate by the State Bank of Pakistan in case of any infringement of above mentioned conditions.

AUTHORIZED SIGNATURE AND  
STAMP OF FIRM

**AUTHORITY LETTER FOR ISSUE OF TICKET FOR PARTICIPATION  
IN THE INTERNATIONAL TRADE FAIRS/EXHIBITIONS ABROAD**

Mr./Mrs./Miss .....  
(Title)  
of M/s. ....  
(Name, full address of the exporters)  
holding passport No. .... issued at .....  
(Place of issue)  
on ..... is proceeding to .....  
(Date of issue) (Name of country (ies))  
to participate in the International Trade Fair/Exhibition as an authorized representative of the  
firm/company named above. You are requested to issue him a return air ticket. Cost of ticket will  
be paid through a cheque drawn on official account of M/s. ....  
maintained with .....

STAMP, SIGNATURE OF THE AUTHORIZED DEALER

TO  
M/s.....  
(Airlines/Travel Agent)

FORM "T"

## FOREIGN EXCHANGE REGULATION ACT, 1947

## APPLICATION FOR SPECIAL ALLOTMENT OF EXCHANGE FOR THE PURPOSE OF TRAVELLING OUTSIDE PAKISTAN FOR BUSINESS REASONS.

1. In applying for the facilities set out in Para 3 below I, .....do hereby  
(Full name of applicant)  
declare that the journey to which this application relates is to be made solely for the purpose described in para 2 below and that the length of time I propose to remain abroad is the minimum necessary for that purpose and I acknowledge that I have been notified that the following conditions, will, pursuant to section 4(3) of the Foreign Exchange Regulation Act, 1947, apply to the use of any foreign exchange for which I now make application:-

- (i) That such foreign exchange shall not be expended for purposes other than the cost of my own living expenses, entertainment for business purposes, and normal transport in the countries to be visited.
- (ii) That on my return to Pakistan I will make immediate arrangements with the authorized dealer through whom I obtain the foreign exchange for the resale of the foreign exchange which may be unutilized.
- (iii) That I further declare hereunder:-
  - (a) I have not drawn any exchange through any other office of the State Bank for this journey.
  - (b) I have not drawn any exchange in connection with the business of any other sister concern with which I am associated financially or otherwise in respect of this journey.
  - (c) I and other representatives of the firm have made the following business visits abroad during the last one year:

Date	Name of the representative	Amount of exchange drawn	Countries visited
------	----------------------------	--------------------------	-------------------

- (d) The firm or the Company has its principal office at ..... and corresponds with the State Bank of Pakistan Office at ..... only for the purpose of exchange control matters.

2. PURPOSE OF JOURNEY: (PLEASE READ CAREFULLY THE NOTE BELOW)

- (a) Please give below a precise description of the purpose of the journey, including full details of the business to be transacted indicating the centres to be visited and the time to be spent at each centre. In addition should a previous application have been approved in respect of the same journey, the reasons for the prolongation of the journey should be stated and reference to the previous application and sanction should be quoted.

P.T.O.

- (b) If the object of the journey is to arrange imports, the value thereof should not, in any case be less than Rs. 0.5 million. In support of the request either a valid import license or orders for supply of capital goods placed by a Government/ Semi-Government Agency including Autonomous Corporation/Taken Over Industry should be produced. Where import is being financed by a loan giving agency in Pakistan or import is being made under PAYE Scheme, a letter from the loan giving agency confirming sanction of the loan or IBP's approval letter, as the case may be, should be attached.
- (c) If the object of the journey is to establish contracts with foreign exporters for obtaining agencies, a statement showing total commission earned in foreign exchange during the preceding calendar year or the year immediately preceding the month of application, duly certified by the applicant's bankers, should be attached.
- (d) If the object of the journey is to expand exports, a statement showing total value of exports and value realized during the preceding calendar year, duly certified by the bankers of the applicant, should be produced. In case there are any overdues against the exporter, value thereof and the reasons for non-repatriation and the period within which it is expected to be realized should be indicated therein.
- (e) If the visit is connected with the setting up of a new industrial undertaking the permission of the same from the Federal/Provincial Government may be submitted.
- (f) In all cases names and addresses of parties in foreign countries whom the applicant intends to contact should be stated. Correspondence with such parties relevant to this application must be attached for examination.
- (g) Confidential report of the bankers on the financial means, and status of the applicant should be enclosed.

3. PERIOD OF STAY (specify exactly):

COUNTRY	No. of days	Exchange required
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

(Contd.)

Name of Applicant .....  
 (In block letters)  
 Complete Address .....  
 Designation and Technical Qualifications .....  
 Passport No. with date and place of issue .....  
 Approximate date of departure ..... and return .....

Date ..... Signature of applicant (Traveler).....

4. Declaration to be signed on behalf of the firm or company whom the traveler is representing by person/s authorized to sign on their banking account or by persons specially authorized to sign these applications on their behalf.

We ..... hereby declare that the journey to which this  
 (Name of Firm and Company)  
 application relates is being undertaken on our behalf and the total cost is being charged to us.

Date .....  
 (Stamp and Signature (s) of the Firm/Company).

---

#### **CERTIFICATE OF THE AUTHORIZED DEALER**

5. To the best of our knowledge and belief the statements made on this application regarding the purpose and the duration of the journey to be undertaken and declaration of the firm or company sponsoring the journey are true.

Date .....  
 (Stamp and Signature of the Authorized Dealer)

**APPLICATION FOR BLANKET PERMISSION FOR  
BUSINESS TRAVEL ABROAD**

**FORM B.T.**

(To be completed in duplicate)

The .....  
Foreign Exchange Operations Department,  
SBP-Banking Services Corporation,  
Head Office,  
Karachi

Dear Sir,

We, .....(Full name and address of the firm/company)

hereby apply for "BLANKET PERMISSION" for business travel abroad in respect of the following DIRECTORS/EXECUTIVES/PARTNERS/OFFICIALS of our firm/company:-

Sr. No.	Name and position held* with the firm/company	Passport Number/Date of issue and place of issue
------------	--	---

\* To be supported by suitable documentary evidence.

1. Business Travel undertaken by the above persons will be on our behalf and the total cost thereof will be charged to the firm/company.
2. A statement showing total value of exports made and value realized during the preceding calendar year/the year immediately preceding the month of this application duly certified by our Bankers is enclosed. A statement showing the particulars of our overdue exports and reasons for their non-repatriation and period within which these are expected to be realized is also attached.
3. We undertake to surrender the "BLANKET PERMISSION" on its expiry to the State Bank alongwith one detailed achievement report in respect of business visits undertaken under this authority. We also note that renewal of the Blanket Permission will depend on the State Bank being satisfied about the bonafides of the business trips undertaken and usefulness thereof for increased foreign exchange earnings on account of exports for the country.

Yours faithfully

Date. ....

(Signature & Stamp of firm/company)

(Contd.)

# CERTIFICATE OF THE AUTHORIZED DEALER

The contents of the above application are hereby verified.

.....  
(Name & Signature of the  
Authorized Dealer)

Dated: .....

## APPROVAL OF THE STATE BANK OF PAKISTAN

(Valid for One Year from the date of issue)

Blanket Permission for business travel abroad is hereby granted in favor of the following persons:-

Sr. No.	Name	Designation	Passport Number and date
------------	------	-------------	-----------------------------

This approval is subject to the following conditions:-

- (1) Two representatives can travel at a time against this authority provided both of them are not travelling in one direction and their destinations are distinctly separate like one going to the West and other going to the East. This restriction is not applicable in the cases where one of the two representatives is a technical representative and his visit for the same destination is necessary.
- (2) Payment for cost of ticket and for cost of Business Travel Quota against the authority should only be accepted through cheques drawn on firm/company's bank account.
- (3) PTA/Tickets originating from abroad/rebated or complimentary tickets issued in Pakistan will not be valid for travel against this authority. In cases where an applicant for Blanket Permission is also a Director/Partner/Proprietor of a firm operating as a travel/cargo agent and has received rebated/free tickets from an airline such tickets will be acceptable.

Date .....

ASSISTANT DIRECTOR

SBP Banking Services Corporation,  
Foreign Exchange Operations Department,

NOTE: FOR ENDORSEMENT BY AUTHORIZED DEALERS, AIRLINES, SHIPPING COMPANIES AND TRAVEL AGENTS PLEASE SEE REVERSE

(Contd.)



**ENDORSEMENT BY THE AIRLINES/TRAVEL AGENTS**

Sr. No.	Date	Name of the travelers	Confirmed departure date	Route of Journey	Total value of the ticket	Name of Airline/ Travel Agency	Stamp and signature of the Airline/ Travel Agent
					_____	_____	_____

**ENDORSEMENT BY THE AUTHORIZED DEALERS**

Sr. No.	Name of the travelers	Passport Number date and Place o f issue	Total exchange released	Number of days for which exchange allowed	Stamp and signature of Authorized Dealer
_____	_____	_____	_____	_____	_____

The Manager  
.....  
.....

Date .....

Dear Sir,

In consideration of your issuing credit card to Mr. ....  
our (Designation in the Company) .....  
we, M/s. (Name of the Company) .....  
hereby undertake as under:-

1. (i) Mr. .... will abide by the rules and regulations and conditions laid down therein relating to operation of the above credit card,
- (ii) Avail of the facility of above credit card only for genuine business visit to countries other than Afghanistan undertaken by him on behalf of the above named firm/company against blanket permission No. .... dated ..... granted by State Bank of Pakistan or T-2 Form certified by Chamber/Trade Organization and,
- (iii) Keep his expenses abroad within his entitlement of Business Travel Quota prescribed by State Bank of Pakistan from time to time.
2. We will produce to you his passport for verification not later than 15 days counted from the date of his return from abroad on each such visit.
3. We will surrender the above credit card to you not later than 15 days counted from the date his name is removed from the Blanket Permission or we cease to be a member of certifying Trade Organization.
4. In case of his failure to comply with any of the requirements specified above M/s. .... and the said Mr. .... will render themselves liable for action under Foreign Exchange Regulation Act, 1947, besides withdrawal of facility of Credit Card.

Yours faithfully,

.....  
(Signature of the authorized  
representative concerned)

.....  
(Signature on behalf of the firm/  
company with designation and seal)

Recommended. Certified that M/s. ....  
are bonafide exporters.

.....  
(Signature with official seal of Trade Organization)

**STATEMENT SHOWING DETAILS OF UTILIZATION OF CREDIT CARDS FOR  
BUSINESS TRAVEL ABROAD FOR THE MONTH OF .....**

Sr. No.	Name of Business House	Name of Representative	Passport No. and Date	Credit Card No. & Date	Details of the Business	Countries Visited	Total Period of stay abroad with dates of Departure from and arrival in Pakistan	Cash Amount utilized (including initial release)
1	2	3	4	5	6	7	8	9

REMARKS
(Reference of Exchange Returns in which Sale of Foreign Exchange has been Reported/will be reported to the Control.

PARTICULARS TO BE FURNISHED BY STUDENTS PROCEEDING TO PLACES  
OUTSIDE PAKISTAN FOR STUDIES UNDER THEIR OWN ARRANGEMENTS

PERSONAL DATA

1. Full Name
2. Father/Husband’s Name
3. Date and place of Birth
4. Full Address with Telephone Number, if any
5. Passport Number, Place and Date of Issue & Date of Expiry
6. Computerized National Identity Card Number/Form ‘B’ No.
7. Address in foreign country
8. Academic and technical qualifications

FINANCES

9. The source of remittance in Pakistan
- (a) Name, Nationality and Address of Financier in Pakistan
- (b) Contact No. (Landline & Mobile)
- (b) Exact relationship with the Financier

STUDIES ABROAD AND EXCHANGE REQUIREMENTS

10. Subject of study abroad (letter of admission from Educational Institution should be attached)
11. Course for which enrolled.
12. Duration of the Course (indicate the number of years)
13. Name and full address of the University/Institution of study abroad.
14. Foreign exchange requirements (Please attach Educational Institution's letter showing the break-up of the expenditure).
15. Total amount of foreign exchange remitted for the above purpose during the current calendar year including the amount now applied for (in USD).

We hereby declare that the information given above is correct to the best of our knowledge and belief and that we have not already obtained/remitted foreign exchange nor have we made any other application for this purpose to any other branch/Authorized Dealer during the current calendar year. We undertake that in case any information furnished by us is found to be incorrect we will render ourselves liable to action under the Foreign Exchange Regulation Act, 1947.

Signature of the Financier.....

Full name and address.....

.....

Dated .....

Signature of the student/parent/guardian.....

Full name and address.....

.....

.....

## APPLICATION FOR CONTINUATION/EXTENSION OF EXCHANGE FACILITY

1.	Name of the Student	.....
2.	Mailing address	.....
3.	Permanent address in Pakistan	.....
4.	Name and address of the financier/guardian in Pakistan	.....
5.	Name and address of the bank in Pakistan through which exchange facility for studies availed.	.....
6.	Particulars of last exchange permit	<u>Permit No.</u> <u>Date</u> <u>Amount</u>
7.	Name of college/university where currently enrolled	.....
8.	Date of first enrollment	.....
9.	Level and field of study	.....
10.	Year of completion of present course	.....
11.	Income from Scholarship/Fellowship/Assistantship/Financial Aid, if any	.....
12.	Period for which exchange facility desired	.....
13.	Break-up of exchange requirement for one year	.....
	(a) Tuition Fees	\$ .....
	(b) Compulsory/Mandatory Fees	\$ .....
	(c) Books Allowance	\$ .....
	(d) Maintenance Allowance	\$ .....
	Sub-Total:	\$ .....
	Less	\$ .....
	(a) Scholarship etc.	\$ .....
	(b) Earnings	\$ .....
	(c) Provisional Permit	\$ .....
	Amount required	\$ .....

.....  
Student's Signature

Date .....

**CERTIFICATE OF CURRENT ENROLLMENT TO BE COMPLETED BY THE  
FOREIGN STUDENT ADVISOR OR ANY OTHER COMPETENT OFFICER  
OF THE INSTITUTION CONCERNED**

This is to certify that the applicant is a bonafide full time student at this college/university and the statement furnished by him/her in the foregoing columns are true and correct.

If is further certified that the student is required to pay the following tuition fees and mandatory fees for the period from ..... to ..... .  
(Month & Year) (Month & Year)

Tuition Fees (Semester/Quarter-wise) US\$ .....

Mandatory Fees US\$ .....

Total: SU\$

Our brief remarks on the progress of the student are given hereunder:-

.....  
(Signature of the Advisor)

Name in Print .....

Date .....

**REGISTER OF TCS ISSUED**

Sl. No.	Date of issue	Name of the Traveler	Purpose of visit	Particulars of the Passport			Particulars of the ticket		
				No.	Date of Issue	Place of issue	Name of Airline/ Shipping Company	Number	Date of Issue
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

Sl. No. of TCS	Value of TCs with Currency			Authority/Approval No.	Initials
	Foreign Currency	Rate	Eqv. Pak. Rs.		
11.	12.	13.	14.	15.	16.

## FORM 'J'

## FOREIGN EXCHANGE REGULATION ACT, 1947 (VII of 1947)

## Application for permission to take Jewellery, Precious Stones etc., out of Pakistan

I/We hereby apply for permission to take out of Pakistan the articles of Jewellery, Precious Stones etc., specified on the reverse of this Form to .....  
(Country of Destination)

.....  
(Name of applicant)

.....  
(Nationality)

**STATEMENT OF PARTICULARS**

1. How long resident in Pakistan .....
  2. Reasons for stay in Pakistan (state nature of business, occupation or if residence is temporary, state the purpose) .....
  3. Reasons for taking out articles specified above outside Pakistan .....
  4. Probable duration of stay outside Pakistan .....
  5. Any other available information in support of application .....
  6. Passport No. and date with place of issue .....
- Date ..... .....

(Signature of applicant/s)

Address .....

.....

.....

**CERTIFICATE OF AUTHORIZED DEALER**

We hereby certify that to the best of our knowledge and belief the above application is bonafide.

Date. ....

Stamp & Signature of Authorized Dealer.....

P.T.O.



\* Full description of articles (specifying in each case how it has been made)

Description of Articles	Value	How acquired	Where acquired	Date on which acquired
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

This is to certify that articles mentioned above are not made of pure gold and it is further added that captioned articles will be brought back to Pakistan on my return and necessary documentary evidence will be produced to control for perusal.

.....  
(Signature of applicant/s)

Date .....

\* The applicant must also complete the description of each article on page 3 of this Form.

(Contd.)

**ORIGINAL**  
(To be surrendered to Customs)  
Valid for one month from the date of issue

LICENCE No.

Date .....

The Collector of Customs,  
.....  
.....

Dear Sir,

**LICENCE TO TAKE OUT JEWELLERY, PRECIOUS STONES ETC., ON  
TEMPORARY POSTING/VISIT ABROAD**

---

In exercise of the powers conferred by sub-section(2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) Mr. /Mrs. .... is/are hereby authorized to take out of Pakistan the undernoted article(s) of Jewellery/Precious Stones etc:-

Sl. No.	Description of Article(s)	Value
1.	.....	.....
2.	.....	.....
3.	.....	.....
4.	.....	.....
5.	.....	.....
6.	.....	.....
7.	.....	.....
8.	.....	.....
9.	.....	.....
10.	.....	.....
11.	.....	.....
12.	.....	.....
13.	.....	.....
14.	.....	.....
15.	.....	.....

Total Rs. ....

State Bank of Pakistan,  
Exchange Policy Department,

---

for STATE BANK OF PAKISTAN  
DEPUTY DIRECTOR

**DUPLICATE**  
(To be surrendered to Customs on return  
for certification)

LICENCE No.  
The Collector of Customs,  
.....  
.....

Date .....

Dear Sir,

**LICENCE TO TAKE OUT JEWELLERY, PRECIOUS STONES ETC., DURING  
TEMPORARY POSTING/VISIT ABROAD**

In exercise of the powers conferred by sub-section(2) of Section 8 of the Foreign Exchange Regulation Act, 1947 (VII of 1947) Mr. /Mrs. .... is/are hereby authorized to take out of Pakistan the undernoted article(s) of Jewellery/Precious Stones etc:-

Sl. No.	Description of Article(s)	Value
1.	.....	.....
2.	.....	.....
3.	.....	.....
4.	.....	.....
5.	.....	.....
6.	.....	.....
7.	.....	.....
8.	.....	.....
9.	.....	.....
10.	.....	.....
11.	.....	.....
12.	.....	.....
13.	.....	.....
14.	.....	.....
15.	.....	.....
Total Rs.		.....

State Bank of Pakistan,  
Exchange Policy Department,  
.....

for STATE BANK OF PAKISTAN  
DEPUTY DIRECTOR

NOTE: On return the applicant will obtain an endorsement as appended from the Customs and surrender this permission to the issuing office of the State Bank within one month of his return from abroad.

**CERTIFICATE OF PAKISTAN CUSTOMS**

Certified that the article of jewellery mentioned above have been brought back into Pakistan.

CUSTOMS OFFICER

## FORM 'CD'

## DECLARATION FORM TO BE COMPLETED BY PERSONS LEAVING PAKISTAN

( Prescribed under Section 8(2) of the Foreign Exchange Regulation Act, 1947 vide Notification No. FE4/91-SB dated 26-2-1991).

I ..... hereby declare that at the time of leaving Pakistan, I am  
(Name in block letters)  
in possession of the following jewellery and precious stones:-

	Description	Approximate Value
1.	.....	.....
2.	.....	.....
3.	.....	.....
4.	.....	.....
Passport No.	.....	.....
Date & Place of Issue	.....	
Nationality	.....	
Address in Pakistan	.....	

I declare that the information furnished by me above is correct and in the event of its being not correct, I hold myself liable for such action as may be deemed fit under the Foreign Exchange Regulation Act, 1947.

Signature

For Official Use  
Checked  
Customs Officer  
Dated

**REPAYMENT SCHEDULE**

1. Name and Address of Borrower.
2. Name and Address of Lender.
3. Date of Contract.
4. Amount of Loan.
5. Rate of Interest.
6. Reference of Board of Investment/Ministry of Finance/State Bank of Pakistan approving/registering the contract.

S. No. of  
Instalment

Due Date

Amount Due  
Principal/Interest

Total :-

Dated:

*Signature of Borrower*

It is certified that the above information has been verified with the approved contract and\*  
Exchange Entitlement Certificate issued by the State Bank of Pakistan and found in order.

Dated :

*Signature & Name of the Authorized Dealer*

Registered under REGISTRATION NO.

Dated:

DEPUTY DIRECTOR

\*Delete where not applicable

## REMITTANCE APPLICATION UNDER "PAYE" SCHEME

1. Name of the Importer .....
2. No and date of Department of Investment Promotion & Supplies/Board of Investment Permission letter and approval of contract by them. (enclose a copy of the letter for ready reference). .....

Amount in					
Foreign Currency			Pakistan Currency		
Million	Thou.	Unit.	Million	Thou.	Unit.

3. Value of plant and machinery imported under the above sanction as per Exchange Entitlement Certificate issued by the State Bank.
4. Net FOB value of export proceeds realized and repatriated to Pakistan during ..... (period between the last and present application) as per Export Realization Certificate.
5. 50% of export earnings mentioned against column 4 above.
6. Carry forward of remittable amount from the previous application, if any.
7. Amount available for financing remittances of (i) Principal (ii) Interest (iii) Royalty, Technical fee and incidental charges (i.e. 5+ 6 above).

**Less:**

Remittances made on account of royalty/technical fee and incidental charges during the period from the date of last application to present application.

Amount available for financing the remittances of principal/Interest now applied for.

8. Amount of remittance now applied for.

(a) Principal Rs. ....

(b). Interest less taxes. Rs. ....

Rs. ....

*APPLICANT*

*Date .....*

*P.T.O.*

**9. Authorized Dealer's Certificate.**

Certified that the amount of export proceeds as mentioned and repatriated to Pakistan and given against column 4 have been verified and found correct. Details of export proceeds realized and repatriated in respect of exports made under "PAYE" Scheme from the date of the last application for remittance upto the date of this application are given in the enclosed Export Realization Certificate.

*(Stamp and Signature of Authorized Dealer)*

**10. For use at State Bank Office:**

- (i) Date of approval of remittance.
- (ii) Amount approved for remittance:
  - (a) Principal.
  - (b) Interest.
  - (c) Amount of Penalty deposited in State Bank to the credit of Federal Government (in case of shortfall).

Rs. ....

.....  
ASSISTANT DIRECTOR

**STATEMENT SHOWING F.O.B PROCEEDS REPATRIATED TO PAKISTAN OF GOODS  
MANUFACTURED AND EXPORTED BY THE UNIT, SET UP OR EXPANDED UNDER  
THE PAYE SCHEME FROM .....TO.....(FROM  
THE DATE OF LAST APPLICATION TO THE PRESENT ONE )**

NAME OF THE COMPANY.....

Date of Export	E Form No .	Net FOB proceeds realized and repatriated to Pakistan	Particulars of schedule in which transaction reported to State Bank	Remarks
----------------	-------------	--	--	---------

Date .....

Signature .....  
(Authorized Dealer)



**REMITTANCE UNDER PAY-AS-YOU-EARN SCHEME---LOAN  
CONTRACTED FOR MAKING DOWN PAYMENT**

Name of the Importer .....

(For State Bank's use )

For the month .....

Authorized Dealer ....

Currency of Payment ..... Country.....

(Amount in Foreign Currency)

	Amount		
	Million	Thou	Unit
Amount of Loan			
<b>Remittances Allowed on A/c. of Repayment of Principal.</b>			
Upto the End of Previous Month			
During the month			
Progressive Total			
<b>Remittances Allowed on A/c. of Repayment of Interest.</b>			
Upto the End of Previous Month			
During the Month			
Progressive Total			

.....  
(Stamp and Signature of Authorized Dealer)

## REMITTANCE UNDER PAY- AS -YOU - EARN SCHEME

For the month ending.....

Name of the Importer .....

(For State Bank's use)

Month in which Machinery Imported .....

Authorized Dealer .....

Currency of Repayment .....

Country of Import .....

Country of Lender .....

Description of machinery .....


(Amount in Foreign Currency)

Amount

Value of Machinery (Net of down payment)  
as registered in the Contract.

Amount of down payment made.

Million	Thou.	Unit

**Remittances made on account of Principal repayment.**

Upto the End of Previous Month

During the month

Progressive Total


**Remittances made on account of Interest.**

Upto the End of Previous Month

During the Month

Progressive Total


.....  
(Stamp and Signature of Authorized Dealer)

**STATEMENT SHOWING DISBURSEMENT  
AND REPAYMENT OF FOREIGN CURRENCY  
LOANS CONTRACTED AND REGISTERED  
WITH AUTHORIZED DEALERS**

1. Name of Authorized Dealer : .....
2. No. & Date of Agreement : .....
3. Registration No. & its date : .....
4. Name & Address of Borrower : .....
5. Name & Address of lender : .....
6. Loan Amount : .....
7. Rate of Interest : .....
8. Period of Loan : .....
9. Details of disbursement : Date Amount  
(Proceeds Realization  
Certificate (s) enclosed  
in original).

10. Repayment Period:

Sl. No.	Due date of Installments	Principal Amount ( )	Interest Amount ( )	Total Foreign Currency.
<u>1.</u>	<u>2.</u>	<u>3</u>	<u>4.</u>	<u>5.</u>
Total:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>

STAMP & SIGNATURE OF  
BORROWER

It is certified that the above information has been verified with the agreement registered by us and our record and found in order.

STAMP & SIGNATURE OF  
AUTHORIZED DEALER

**Name of the Authorized Dealer**

**Monthly Statement showing the Foreign Currency Borrowing (FCY) position of the  
Bank under FE Circular No. 03 of 2007**  
(to be submitted by the 10<sup>th</sup> of the following month)

**Month ended:**

**Stock Position**

Amount in Million

	Currency	Amount	Eq. USD
Paid-up Capital as per the last (e.g. year ended December 31, 2007) Audited Annual Accounts:			
FCY Borrowing (A)			
Net Forward Purchases Outstanding (B)			

**Break-up of (A & B)**

Amount in Million

	Currency	Opening Balance	Amount raised during the month	Amount paid during the month	Closing Balance	Eq. USD
FCY Borrowing						
Net Forward Purchases Outstanding						

NAME OF THE AUTHORIZED DEALER .....

**STATEMENT SHOWING REMITTANCES ALLOWED DURING THE  
MONTH ..... ON ACCOUNT OF BANK GUARANTEES ETC. FURNISHED BY  
AUTHORIZED DEALERS AND PAKISTAN INSURANCE CORPORATION.**

Sl. No.	Name of the party on whose behalf bank guarantee etc. was issued	Name of the foreign Govt./ Govt. agency/ etc. to whom guarantee/bond was furnished	Date of issue of guarantee/ bond	Amount of guarantee/ bond	Amount of remittance effected	Particulars of documents Enclosed
------------	--	---	--	---------------------------------	-------------------------------------	---

.....  
Stamp & Signature of Authorized Dealer

Date .....

**REGISTRATION OF SHARES HELD BY 'PERSONS RESIDENT OUTSIDE PAKISTAN'**

NAME OF THE COMPANY .....

SL. No.	Name & Address of the share holder	Nationality	No. of shares held	value
1	2	3	4	5

TOTAL:-

DIRECTOR/SECRETARY

APPLICATION FOR ISSUE AND EXPORT OF BONUS SHARES TO NON-RESIDENT  
 SHAREHOLDERS OF M/S \_\_\_\_\_  
 FOR THE YEAR/PERIOD ENDED \_\_\_\_\_

(Figures in Rupees)

Sl. No.	Name, Nationality and Address of the non-resident Shareholders	No. and Value of Shares held	State Bank’s approval No. and date/Reference of Com-pany’s designated Authori-sed Dealer’s letter through which the issue/transfer of shares under general per-mission was intimated alongwith requisite docu-ments to the State Bank.	Rate of Bonus Issue	Bonus Shares Entitlement/ Bonus Shares issued	Holding after issue of Bonus Shares (No. and value of Shares)	Remarks
1.	2.	3.	4.	5.	6.	7.	8.

CERTIFIED THAT:-

1. (i)
 The shares mentioned in Column 3 are held by non-resident shareholders other than Indian on Repatriable Basis and stand registered at their foreign address (other than Indian) as given in Column 2 under the specific/general permission of the State Bank of Pakistan, quoted against each under Column 4.
- (ii)
 In case of issue/transfer of shares under general permission, the requirements as contained in Chapter 20 of Foreign Exchange Manual have already been fully complied with/necessary documents are enclosed with this application.
- (iii)
 The above bonus shares have been declared by the Directors/Shareholders of the Company in the Board of Directors/Annual General Meeting held on\_\_\_\_\_out of free reserves of the company for the year/period ended\_\_\_\_\_as disclosed by the audited Annual/Interim Profit & Loss Account for the year/period ended\_\_\_\_\_after making adequate provision for tax and other liabilities or any other un-distributed profits as are available for declaration of bonus shares.

2. We undertake that in case any discrepancy is subsequently detected by the State Bank of Pakistan in the allotment/issuance of bonus shares by us, we shall forthwith on demand by the State Bank of Pakistan, arrange for repatriation of the relative amount to Pakistan by our foreign collaborators/shareholders concerned through normal banking channel.
3. Two copies of the audited annual/interim Profit & Loss Account and Balance Sheet togetherwith two certified copies of company's Directors/ Shareholders resolution declaring the above bonus shares as well as Auditor's Certificate in respect of free reserves are enclosed.

Place \_\_\_\_\_

Date \_\_\_\_\_

M/s. \_\_\_\_\_

CERTIFIED THAT the information furnished above by the company including those given against item (i) to (iii) of Paragraph-1 of the above certificate has been verified by us and found to be correct.

Date: \_\_\_\_\_

SIGNATURE & STAMP OF  
AUDITORS

Date: \_\_\_\_\_

SIGNATURE & STAMP OF  
AUTHORIZED DEALERS





STATEMENT OF SHARES/SECURITIES DEPOSITED AT CENTRAL DEPOSITORY COMPANY (CDC)

A. Name of the Security and the Issuer (Company): \_\_\_\_\_ (Figures in Rupees) B. Ex-Date for Dividend/Bonus/Right: \_\_\_\_\_

Name & address of the participant i.e. person/company operating CDS at CDC for the Non-resident Investor	Name of Non-resident investor with his foreign address and No. of Special Convertible Rupee Account if any with name of the Authorized Dealer concerned.	Account/Sub-account No. at CDC	No. of shares/ securities held at CDC on close of business on Ex-Date
1.	2.	3.	4.

Dated: \_\_\_\_\_

Central Depository Company (CDC)

**UNDERTAKING-CUM-CERTIFICATE REGARDING SHARES  
HELD AT CENTRAL DEPOSITORY COMPANY (CDC)  
ON REPATRIABLE BASIS BY NON-RESIDENTS MAINTAINING  
SPECIAL CONVERTIBLE RUPEE ACCOUNTS (SCRAs)**

We hereby certify that our below mentioned non-resident clients maintaining Special Convertible Rupee Accounts (SCRAs) with us hold shares of \_\_\_\_\_  
(Name of company)

as indicated against each at Central Depository Company on repatriable basis and that he/they was/were eligible under Foreign Exchange Regulations to make investment in Pakistan. It is further certified that the requirements of Foreign Exchange Regulations of State Bank of Pakistan including those of F.E. Circular No.7 dated 28-3-1998 have been fully complied with and that we are in possession of all the original prescribed/required documents regarding investment in these shares:-

Name of Client	Foreign Address	SCR A/c No.	Total holding in shares on (Ex-date)
_____	_____	_____	_____

2. We undertake that in case any discrepancy is subsequently detected by the State Bank of Pakistan, CDC or the company/its auditors in the aforesaid shareholding, we shall forthwith on demand by the State Bank of Pakistan, arrange for repatriation of the relative amount to Pakistan through normal banking channels.

Date \_\_\_\_\_

The Stamp & Signature of the  
Authorized Dealer

Original

Duplicate

**FOREIGN EXCHANGE REGULATION ACT, 1947 (VII OF 1947)**

Return of Securities required to be submitted under Government of Pakistan Notification  
No. 1 (1)-2.EF/56 dated the 1st August, 1956.

- (a) Full name and address of the owner by whom .....  
or on whose behalf the return is made .....
- (b) Description of the Security in full including .....  
particulars as to whether it is a bearer bond .....  
registered or inscribed stock etc. ....
- (c) Nominal amount of the security. ....
- (d) Whether the Security is free or encumbered .....  
and if the latter, full details of the nature of .....  
the encumbrance including the amount .....  
of loans or advances, if any, which have .....  
been taken against the security and the .....  
currency in which and the names and .....  
address of the persons from whom they .....  
have been taken. ....
- (e) Place in which and name of the person with .....  
whom the security is deposited. ....
- (f) Full name and address of the person for .....  
whose account the security is held (in case a .....  
person other than the owner is making the .....  
return. ....

(Full name and address)

.....  
(Signature of owner or agent).

Stamp of the bank or stock-broker  
through whom the return is lodged  
with State Bank of Pakistan.

Place .....  
Date.....

Note:- This return (original and duplicate both completed) may be submitted to the State Bank of Pakistan either direct at any of its offices or through any bank or recognized stock-broker. In the latter case the bank or broker will stamp the return with his name stamp. A separate form must be used for each security.

STATEMENT OF COMMISSION IN RESPECT OF PAYMENT  
RECEIVED FROM PRINCIPALS

DURING THE HALF-YEAR ENDED .....  
NAME OF THE INDENTOR/AGENT .....

Sl. No.	Name and address of the Importer	Name and address of foreign supplier	Nature of the goods indented	<u>Value of goods</u> C & F or FOB		Rate of Commission	<u>Commission earned during half- year</u>		Name of the Authorized Dealer through whom received
							Repatriated	Yet to be Repatriated	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8-a)	(8-b)	(9)

Note: Encashment Certificates from the Authorized Dealers concerned should be attached in support of the amounts repatriated.

STAMP AND SIGNATURE

STATEMENT FOR THE HALF-YEAR ENDED .....

NAME OF THE TOUR OPERATOR/TRAVEL AGENT .....

ADDRESS .....

I	Sl. No.	Name and Address of foreign counter-parts/airlines on whose account tours operated	No. of tourists handled	Name of the airline and flight number on which arrived	Date of arrival	Date of Departure	Name of the hotel where stayed	Whether under the Agency Agreement or under special terms and conditions	Amount contracted	Amount and date of realization.	Name and address of the Bank in Pakistan through which amount realized	For use in S.B.P.
												Initials of SBP officer in token of verification

Stamp &amp; Signature

In case business conducted under special terms and conditions, the authenticated copies of the related correspondence through which the rates of tours have been finalized should be enclosed.

STATEMENT FOR THE HALF-YEAR ENDED .....  
NAME OF THE TRADE MARK AGENT/ATTORNEY .....  
ADDRESS .....

Sl. No.	Name and Address of foreign clients on whose account business undertaken	Registration No. of Patents/Designs/Trade Marks with the Patent Office/Trade Mark Registry	*whether under the standing arrangements or under special terms and conditions	Amount contracted		Amount and date of realization.	Name and address of the Bank in Pakistan through which amount realized	For use in S.B.P.
				Government fees	Own professional fees and other expenses			Initials of SBP officer in token of verification

Stamp & Signature

\*In case business conducted under special terms and conditions, the authenticated copies of the related correspondence through which fees for registration of Patents/Designs/Trade Marks, etc., have been finalized should be enclosed.

**STATEMENT S -I**  
**(Foreign Currency)**

(For SBP use only)

Statement of transactions for the period ended: \_\_\_\_\_

Authorized Dealer: \_\_\_\_\_

Currency: \_\_\_\_\_

Country: \_\_\_\_\_


PURCHASES	For State Bank's Use	Amount		
		Million	Th.	Units
1. Exports (Schedule 'A-1/A-2/A-3')	8880			
2. Receipts other than Exports covered by Form 'R' and IRV (Schedule 'J/o-3')	9991			
<b>Sub-Total</b>				
Exchange Transfers and Adjustments:-				
3. Purchases from overseas branches and correspondents for credit of the rupee equivalent to non-resident bank rupee account (Schedule 'H')	6010			
4. Purchases against sales of other foreign currencies (Schedule 'B')	6011			
5. Purchases from other Authorized Dealers and Branches in Pakistan maintaining a separate currency position (Schedule 'C')	6012			
<b>6 Purchases from other Exchange Companies in Pakistan maintaining a separate currency position</b>	<b>6017</b>			
7 Purchases from State Bank of Pakistan (Schedule 'D')	6013			
8 Branch transactions adjusted through this account (Schedule 'O')	6014			
9 Payments on account of others (For State Bank of Pakistan's use only)	6015			
<b>TOTAL</b>				
* Opening Balance (Cr.)				
Trade Nostro	6210			
Currency & Deposits Nostro	6211			
* Closing Balance (Dr.)				
Trade Nostro	6410			
Currency & Deposits Nostro	6411			
<b>GRAND TOTAL</b>				

**S A L E S**

1. Imports (Schedule 'E-2/EL-2/EL-3')	0000			
2. Travel (Schedule 'E-3')	1001			
3. Miscellaneous (Schedule 'E-4/P-4')	1002			
<b>Sub-Total</b>				
Exchange Transfers and Adjustments:-				
4. Sales of foreign currencies to the debit of non-resident bank account**	2010			
5. Sales against purchases of foreign currencies (Schedule 'F')	2011			
6. Sales to other Authorized Dealers and Branches in Pakistan maintaining a separate currency position (Schedule 'G')	2012			
7. Sales to State Banks (Schedule 'D')	2013			
8. Branch transactions adjusted through this account (Schedule 'P')	2015			
9. Receipts on account of others (For State Bank of Pakistan's use only)	2014			
<b>TOTAL</b>				
* Opening Balance (Dr.)				
Trade Nostro	2210			
Currency & Deposits Nostro	2211			
* Closing Balance (Cr.)				
Trade Nostro	2410			
Currency & Deposits Nostro	2411			
<b>GRAND TOTAL</b>				

(a) Total of currency must agree with those reported on Schedule 'M' attached to S-4 Statement

\* Delete not applicable

Stamp and Signature of Authorized Dealer



**STATEMENT S-4** (For S.B.P. use only)  
**(Rupee Account of Non-resident Bank Branches and Correspondents)**

Statement of transactions for the period ended .....

Authorized Dealer .....

Currency .....

Country .....

DEBITS i.e. RECEIPTS		For State Bank's use	Amount		
			Million	Th.	Units
1.	Exports (Schedules A-1, A-2, A-3)	8880			
2.	Receipts covered by Form 'R' and IRV other than exports (Schedule 'J')	9991			
	<b>Sub-Total</b>				
Exchange Transfers and Adjustments:-					
3.	Debit against transfers to other Non-resident Accounts (Schedule 'L')	7010			
4.	Debit against sales of foreign currencies (Schedule 'M')	7011			
5.	Debit R.B.I. Account at S.B.P. (Schedule 'D')	7012			
6.	Branch transactions adjusted through this Account (Schedule 'O')	7013			
7.	Payments on account of other (For State Bank of Pakistan's use only)	7014			
	<b>TOTAL</b>				
	* Opening Balance (Dr.)	7210			
	* Closing Balance (Cr.)	7410			
	<b>GRAND TOTAL</b>				
CREDITS i.e. PAYMENTS					
1.	Imports (Schedules E-2)	0000			
2.	Travel (Schedule E-3)	1001			
3.	(Miscellaneous (Schedule E-4)	1002			
	<b>Sub-Total</b>				
Exchange Transfers and Adjustments:-					
4.	Credit against transfers from other Non-resident Account (Schedule 'R')	3010			
5.	Credit against purchases of foreign currencies**	3011			
6.	Credit from R.B.I. Account at S.B.P. (Schedule 'D')	3012			
7.	Branch transactions adjusted through this account (Schedule 'P')	3014			
8.	Receipts on account of others (For State Bank of Pakistan's use only)	3013			
	<b>TOTAL</b>				
	* Opening Balance (Cr.)	3210			
	* Closing Balance (Dr.)	3410			
	<b>GRAND TOTAL</b>				

\*\* Total must agree with the rupee amounts on Schedule 'H' attached to S-1 Statement.

\* Delete not applicable.

Stamp and Signature of Authorized Dealer

**STATEMENT S -6**  
**(Foreign Currency Notes)**

(For SBP use only)

Statement for the period ended: \_\_\_\_\_

Authorized Dealer: \_\_\_\_\_

Currency: \_\_\_\_\_

Country: \_\_\_\_\_


PURCHASES	For State Bank's Use	Amount		
		Million	Th.	Units
1. Cash Exports (Schedule A-2)	8880			
2. From Public covered by Form R and IRV (Schedule 'J')	9991			
3. Purchases from banks in Pakistan (Schedule 'C' attached)	6012			
<b>4 Purchases from Exchange Companies in Pakistan</b>	<b>6018</b>			
Contra to Purchases from abroad	6016			
<b>TOTAL</b>				
6 Opening Balance (Cr.)				
Trade	6225			
Currency & Deposits	6226			
<b>GRAND TOTAL</b>				

  

S A L E S				
1. Sales to Public (Schedule 'E-3')	1001			
2. Sales to Banks in Pakistan (Schedule 'G')	2012			
3. Contra to Sales abroad	2016			
<b>TOTAL</b>				
4. Closing Balance (Cr.)				
Trade	2425			
Currency & Deposits	2426			
<b>GRAND TOTAL</b>				















**SCHEDULE E-4/P-4**  
**Invisible & Capital Payments**

**PERIOD:****AUTHORIZED DEALER:**

**CURRENCY:**

A 3x3 grid of squares. The top-right square is missing, leaving 8 squares in total. The grid is arranged as follows:


[illegible]

**Stamp and Signature of Authorized Dealer**

**Checked By:**  
**Coded By:**

NAME OF AUTHORIZED DEALER.....

CURRENCY .....

**EXPORT RECEIPTS: 'E' FORM NOT ATTACHED**

Name and address of Exporter .....

'E' Form No. ....

Description of goods exported .....

Exported to .....

Amount .....

Date .....

.....  
Stamp and Signature of the Authorized Dealer

## SCHEDULE 'B'

## CURRENCY PURCHASED AGAINST SALE OF OTHER FOREIGN CURRENCIES

(For S.B.P. use only)

PERIOD \_\_\_\_\_

AUTHORIZED DEALER \_\_\_\_\_

CURRENCY PURCHASED \_\_\_\_\_

No.	Date of Purchase	Name of Country	Amount of Currencies Sold				*Amount Purchased			Codes	
			Currency	Million	Th.	Units	Million	Th.	Units	Country	Purpose
											6011
Total											

\*The total of this column will be listed against item No.4 of Purchase side of the relevant summary statement.

*Stamp and Signature of Authorized Dealer*

**SCHEDULE 'C'**

**CURRENCY PURCHASED FROM OTHER AUTHORIZED DEALERS  
OR BRANCHES IN PAKISTAN MAINTAINING SEPARATE  
CURRENCY POSITION**

**(For S.B.P. use only)**

PERIOD _____			
AUTHORIZED DEALER _____			
CURRENCY PURCHASED _____			
COUNTRY _____			

No.	Date	Authorized Dealer from whom the currency is purchased	Amount Purchased			Purpose
			Million.	Th.	Units	
						6012
<b>Total*</b>						

\*This total will be listed against item No. 5 of the purchase side of the relevant summary statement.

*Stamp and Signature of Authorized Dealer*

**CURRENCY SOLD/PURCHASED TO/FROM  
STATE BANK OF PAKISTAN**

PERIOD

**AUTHORIZED DEALER**

CURRENCY/PURCHASED/SOLD

COUNTRY

No.	Date	Amount			+ Purpose
		Million.	Th.	Units	
<b>Total</b>					

+ In case of purchase give purpose code 6103 and for sale code No. 2013.

\* Delete not applicable.

*Stamp and Signature of Authorized Dealer*

### CURRENCY SOLD AGAINST PURCHASE OF OTHER FOREIGN CURRENCIES

PERIOD \_\_\_\_\_

AUTHORIZED DEALER \_\_\_\_\_

CURRENCY SOLD

No.	Date of Sale	Name of Country	Currencies Purchased				Amount Sold			Codes	
			Currency	Million	Th.	Units	Million	Th.	Units	Country	Purpose
											2011
<b>Total*</b>											

\* Grand total of this column will be listed against item '5' of Sale side of the relevant summary statement.

*Stamp and Signature of Authorized Dealer*



## SCHEDULE 'H'

**DETAILS OF PURCHASES OF FOREIGN CURRENCIES FROM OVERSEAS  
BANK BRANCHES AND CORRESPONDENTS AGAINST CREDIT  
TO NON-RESIDENT RUPEE ACCOUNT**

**(For S.B.P. use only)**

PERIOD _____						
AUTHORIZED DEALER _____						
CURRENCY PURCHASED _____						

N.R. Rs. 

--	--

[illegible]

\* Total of foreign currency will agree with the amount listed against item 3 of Purchase side of the relevant S-1 statement.

**\*\* Total of Rupee amount will be entered against item 5 of Sale side of S-4 statement.**

@ Code number of the country from whom foreign currency is purchased should be given.

*Stamp and Signature of Authorized Dealer*



**Foreign Exchange Regulation Act, 1947**

**DECLARATION IN RESPECT OF RECEIPTS ABOVE USD 10,000/- FOR  
PURPOSES OTHER THAN EXPORTS & FAMILY MAINTENANCE**

I/We advise having received foreign Exchange from:

(a) Name & Address of the Immediate Remitter: \_\_\_\_\_

(b) Residence Country of Immediate Remitter: \_\_\_\_\_

(c) Status of Immediate Remitter:

(Ultimate Controlling Parent (UCP)/ Head office, Branch,

Agent, Subsidiary, Associate, Individual etc.) \_\_\_\_\_

(d) Name of Ultimate Controlling Parent (UCP),

if different from (a): \_\_\_\_\_

(e) Residence Country of

Ultimate Controlling Parent (UCP): \_\_\_\_\_

for the purpose viz.: \_\_\_\_\_

purpose code (insert the relevant code from the Code Guide):

--	--	--	--	--	--

amounting to \_\_\_\_\_

(Name of currency and amount in figures and words)

Name of the Beneficiary: \_\_\_\_\_

Principal Business: \_\_\_\_\_

National Tax Number: \_\_\_\_\_

Address of the Beneficiary: \_\_\_\_\_

(Signature of the Beneficiary or his banker)

(Stamp & Signature of Authorized Dealer)

DETAILS OF ALL INWARD REMITTANCES FOR FAMILY MAINTENANCE AND OTHER RECEIPTS UP-TO USD 10,000/- FOR PURPOSES OTHER THAN EXPORTS

PERIOD \_\_\_\_\_

AUTHORIZED DEALER \_\_\_\_\_

CURRENCY \_\_\_\_\_

COUNTRY \_\_\_\_\_

### PURPOSE

*Stamp and Signature of Authorized Dealer*

**SCHEDULE 'K'**

NAME OF AUTHORIZED DEALER .....

**NON-RESIDENT RUPEE ACCOUNTS OTHER THAN  
BANK BRANCHES AND CORRESPONDENTS**

For the period ended .....

Opening Balance		Cr.	Rs.
		Dr.	Rs.
Total Credits	Rs.		
Total Debits	Rs.		
Balance at the end of the Period			
		Cr.	Rs.
		Dr.	Rs.

Date .....

Stamp and Signature of Authorized Dealer

**DETAILS OF DEBITS TO NON-RESIDENT RUPEE ACCOUNT OF BANKS' BRANCHES AND CORRESPONDENTS COVERING TRANSFER TO OTHER NON-RESIDENT BANK ACCOUNT**

PERIOD \_\_\_\_\_

AUTHORIZED DEALER

## CURRENCY


Name and address of non-resident bank whose account with A.D. is debited	Name and address of bank whose account is credited	Name of AD with whom the account credited is kept	Amount Transferred			Country Code	Purpose
			Million	Th.	Units		
							7010
*Total							

*Stamp and Signature of Authorized Dealer*

### SCHEDULE 'M'

**DETAIL OF SALE OF FOREIGN CURRENCIES TO OVERSEAS BANKS' BRANCHES AND CORRESPONDENTS AGAINST DEBIT TO NON-RESIDENT ACCOUNTS**

(For S.B.P. use only)

PERIOD \_\_\_\_\_

AUTHORIZED DEALER \_\_\_\_\_

Non-resident	Rupees
--------------	--------

## CURRENCY

1

9

FOREIGN CURRENCY

[illegible]

\* Total of rupee amount will be entered against item 4 of Receipt side of S-4 statements.

\*\* Foreign currency amount must agree with the amount listed against item 4 of Sale side of the relevant S-1 Statement.

@ Code number of the country to whom foreign currency is sold should be given.

*Stamp and Signature of Authorized Dealer*

**BALANCE IN THE RUPEE ACCOUNT OF NON-RESIDENT BANKS**

**(For S.B.P. use only)**

PERIOD

AUTHORIZED DEALER \_\_\_\_\_

CURRENCY


Name and address of bank	Amount			Type of balance (Credit/Debit)	For State Bank's use	
	Million	Th.	Units		Country	*Purpose
<b>Total</b>						

\* In case of credit balance use purpose code 7410 and for debit balance use the Code No. 3410.

*Stamp and Signature of Authorized Dealer*

**(For S.B.P. use only)**

PERIOD \_\_\_\_\_

AUTHORIZED DEALER \_\_\_\_\_

CURRENCY \_\_\_\_\_

A 3x3 grid with the top-right cell shaded gray.

[illegible]

Coded by:

Checked by:

*Stamp and Signature of Authorized Dealer*







**IMPORTS AND OTHER INVISIBLE PAYMENTS UNDER LOAN/AIDS/CREDITS ETC.  
(NON-REIMBURSABLE)**

CURRENCY \_\_\_\_\_


[illegible]

Total

Checked by

Stamp and Signature of Designated Bank.

## STATEMENT—LAC—NR

(Loans/Aids/Credits/Grants - Non-reimbursable)

Particulars of loan Aid/Credit/Grant _____				
Period _____				
Designated Bank _____				
Currency _____				
Country _____				
Name of specific project/programme _____				

RECEIPTS		AMOUNT		
		Million	Th.	Units
1)	Fresh allocations (of Aid/ Loans, if any) .....			
2)	Opening Balance .....			
	Total			
PAYMENTS				
1)	Payments (Schedule NR) .....			
2)	Closing Balance .....			
	Total			

Stamp and Signature of Designated Bank



## RECORD OF EXCHANGE POSITION

Name of the Foreign Currency .....

Name and Address of Authorized Dealer .....

Date .....

(To nearest unit)

(1)	Total Credit balances held abroad with Overseas Agents and Correspondents <u>as per Debit Balances in Local Books.</u>		(1)	Total Debit balances with Overseas Agents and Correspondents <u>as per Credit Balances in Local Books.</u>	
	Cr.			Dr.	
(2)	Outward Bills purchased (temporary accounts).		(2)	Proceeds of Bills and Drafts awaiting remittance; sales booked, but not credited to account.	
(3)	Bills negotiated abroad charged to account and responded to but no sales shown in Exchange position.		(3)	Foreign currency Bills, MTs and TTs payable.	
(4)	Other sundry suspense accounts.		(4)	Total customers foreign currency accounts.	
	Sub Total		(5)	Other sundry suspense accounts.	
(5)	Forward Purchases			Sub Total	
	(i) From Public		(6)	Part of contra item (3) not covered with forward sale.	
	(ii) From State Bank			(i) To Public	
	(iii) From other Authorized Dealers:-			(ii) To State Bank	
	(a) In Pakistan			(iii) To other Authorized Dealers:-	
	(b) Other Centers			(a) In Pakistan	
	Position oversold			(b) Other Centers	
	Total			Position overbought	
				Total	

**OUTSTANDING COMMITMENTS AGAINST CASH RESOURCES UNDER LETTERS  
OF CREDIT/REGISTERED CONTRACTS UNDER SPECIFIC  
ALLOCATION AS ON.....**

(Figures in round hundred rupees)

- |  |                |
|--|----------------|
| 1. Total amount of letters of credit and Contracts registered with us outstanding against cash licenses for import under Specific Allocation.  | Rs. ....       |
| 2. Total amount of letters of credit and Contracts registered with us outstanding against cash resources which were established without production of the Import licenses for import under Specific Allocation (Authorizations issued by State Bank of Pakistan) | Rs. ....       |
| 3. Total amount of letters of credit and Contracts registered with us outstanding for import of oil (POL)  | Rs. ....       |
| 4. Total amount of letters of credit and Contracts registered with us outstanding for invisible payments under Specific Allocation   | Rs. ....       |
| 5. Balance available on Import Licenses/Authorizations registered with or issued by State Bank of Pakistan for which no letter of credit is opened or contract registered.   | Rs. ....       |
| 6. Balance available on Import Licenses/Authorizations registered with or issued by State Bank of Pakistan for which no letter of credit is opened or contract registered (pertaining to import of oil - POL)  | Rs. ....       |
| 7. Value for which goods have been shipped within the validity of Import Licenses etc. but the payment has not been made against the relative letters of credit/Contracts registered with us or otherwise  | Rs. ....       |
| 8. Total amount of remittances effected and endorsed on the Import Licenses/Authorizations registered with or issued by State Bank of Pakistan.  | Rs. ....       |
| 9. Total value of Import Licenses/Authorizations registered with or issued by State Bank of Pakistan.  | Rs. ....       |
|  | Total Rs. .... |
|  | Rs. ....       |

NOTE: Total of items No. 1 to 8 should be equal to item 9.

STAMP & SIGNATURE OF AUTHORIZED DEALER

Date .....

**OUTSTANDING COMMITMENTS AGAINST CASH RESOURCES UNDER LETTERS OF  
CREDIT/REGISTERED CONTRACTS UNDER PRIVATE SECTOR IMPORTS  
AS ON.....**

(Figures in round hundred rupees)

- |  |                |
|--|----------------|
| 1. Total amount of letters of credit and Contracts registered with us outstanding against cash licenses.   | Rs. ....       |
| 2. Total amount of letters of credit and Contracts registered with us outstanding for payment of freight for the goods to be imported under AID/LOAN/BARTER Agreements.  | Rs. ....       |
| 3. Total amount of letters of credit and Contracts registered with us outstanding for import of oil (POL)  | Rs. ....       |
| 4. Total amount of letters of credit and Contracts registered with us outstanding for invisible payments authorized by State Bank of Pakistan.   | Rs. ....       |
| 5. Balance available on Import Licenses/Authorizations registered with or issued by State Bank of Pakistan for which no letter of credit is opened or contract registered.   | Rs. ....       |
| 6. Balance available on Import Licenses/Authorizations registered with or issued by State Bank of Pakistan for which no letter of credit is opened or contract registered (pertaining to import of oil) (POL)        | Rs. ....       |
| 7. Value for which goods have been shipped within the validity of Import Licenses/Contracts etc. but the payment has not been made against the relative letters of credit/Contracts registered with us or otherwise. | Rs. ....       |
| 8. Total amount of remittances effected and endorsed on the Import Licenses/Authorizations registered with or issued by State Bank of Pakistan.  | Rs. ....       |
|  | Total Rs. .... |
| 9. Total value of Import Licenses/Authorizations registered with or issued by State Bank of Pakistan.  | Rs. ....       |

NOTE: Total of items No. 1 to 8 should be equal to item 9.

STAMP & SIGNATURE OF AUTHORIZED DEALER

Date .....

**MONTHWISE MATURITY OF THE LETTERS OF CREDIT AND CONTRACTS  
REGISTERED WITH ADS OUTSTANDING UNDER SPECIFIC  
ALLOCATION AS ON.....**

(Figures in round hundred rupees)

Sl. No.	Amount of letters of credit and Contracts registered with us outstanding against cash licences for import under Specific Allocation.	Amount of letters of credit and Contracts registered with us outstanding against cash resources which were established/registered without production of Import Licences for Import under Specific Allocation (Authorizations issued by State Bank of Pakistan.	Amount of letters of credit and Contracts registered with us outstanding for import of oil (POL).	Amount of letters of credit and Contracts registered with us outstanding for invisible payments under Specific Allocation.	Total

Total:

Date .....

STAMP & SIGNATURE OF THE AUTHORIZED DEALER



**MONTHWISE MATURITY OF THE LETTERS OF CREDIT AND CONTRACTS REGISTERED  
WITH ADs OUTSTANDING UNDER PRIVATE SECTOR IMPORTS  
AS ON.....**

**(Figures in round hundred rupees)**

Sl. No.	Amount of letters of credit and Contracts registered with us outstanding against Private Sector Import Allocation.	Amount of letters of credit and Contracts registered with us outstanding for payment of freight for the goods to be imported under Aid/Loan/ Barter Agreement	Amount of letters of credit and Contracts registered with us outstanding for import of oil (POL)	Amount of letters of credit and Contracts registered with us outstanding for invisible payments authorized by State	
---------	--	---	--	---	--

Total:

Date .....

STAMP & SIGNATURE OF THE AUTHORIZED DEALER

**ANNUAL RETURN OF BLOCKED ACCOUNTS OF PERSONS, FIRMS ETC.**

1. Name and address of the Authorized Dealer .....

2. For the year ended ..... 3. Country .....

Sl. No.	Name of the account holder, last known address and nationality (if known)	Balance at the end of last year	Total new credits during the year	Total funds debited in respect of purchases of securities under approval of State Bank	Total funds dealt with in other ways under approval of the State Bank	Balance at the end of the year	Remarks

N.B. Where funds are invested in approved securities particulars thereof should be furnished separately in the accompanying form.

.....  
STAMP AND SIGNATURE OF AUTHORIZED DEALER

## ANNUAL STATEMENTS SHOWING PARTICULARS OF SECURITIES HELD IN BLOCKED ACCOUNTS

1. Name and address of the Authorized Dealer .....

2. For the year ended ..... 3. Country .....

Sl. No.	Full name and address of the owner	Full description of securities (state also whether bonds or stocks, preference or ordinary shares, debentures etc., No. of shares and face value of each share).	Total face value of the Securities	Person in whose name the securities are held if other than owner	The name of the bank with whom they are deposited for custody	If the securities are pledged against any loans, full particulars should be stated

N.B. Securities purchased out of funds in blocked account should be shown separately.

Date .....

.....  
STAMP AND SIGNATURE OF AUTHORIZED DEALER