

--	--

APP. V	71
--------	----

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 authorised dealer through whom I obtain the foreign exchange for the resale of the foreign exchange which may be un-utilised.
- (iii) That I further declare hereunder:-
  - (a) I have not drawn any exchange through any other Authorised 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 & Technical Qualifications .....

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

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

Date .....  
.....  
**Signature of Applicant**  
**(Traveller)**

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

\* 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 .....

**CERTIFICATE OF CHAMBER OF COMMERCE/TRADE ASSOCIATION**

Ref. No. ....

Date .....

**VALID FOR ONE MONTH FROM DATE OF ISSUE****Certificate for sanction of Business Travel Quota/Purchase of Air ticket**Mr./Mrs./Miss. ....  
(Name) (Title)of M/s. ....  
(Name and full address of the Company/Firm)holding Passport No. .... issued at ....  
(Place of issue)on ..... intends to proceed to .....  
(Date of issue) (Name of countries)for ..... days on business visit for which details are given hereunder:  
(Number of days)

Their Export/Import-Registration Number is .....

2. We have satisfied ourselves that the above trip is a bonafide business visit and it is not for:-

- (i) Participation in international conference/seminar/symposium/meeting/workshop etc; or
- (ii) Professional training or
- (iii) Participation in trade fairs/exhibitions which are subject to the recommendations of the Export Promotion Bureau; or
- (iv) In-house workshops/Departmental meetings, Conference, Seminar, Symposium etc. organised by the parent/regional offices of the foreign companies/firms operating in Pakistan.

3. It is recommended that passage may be booked for travel by air for countries mentioned above and the Business Travel Quota at the prescribed scales may be sanctioned to him/her for the proposed business visit for ..... days.  
(Number of days)

AUTHORISED 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 favour 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 .....

AUTHORISED SIGNATURE WITH STAMP

**CERTIFICATE OF THE AUTHORISED 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) 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 utilised 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 traveller. 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 .....

AUTHORISED SIGNATURE WITH STAMP

\* (Strike out whichever is not applicable)