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

FORM B.T.
(To be completed in duplicate)

The
Exchange Policy Department,
State Bank of Pakistan,

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
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* 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 realised 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 realised 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 AUTHORISED DEALER

The contents of the above application are hereby verified.

.....
(Name & Signature of the
Authorised 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 favour of the following persons:-

Sr. No.	Name	Designation	Passport Number and date
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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

FOREIGN EXCHANGE OFFICER

State Bank of Pakistan,
Exchange Policy Department,

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

(Contd.)

ENDORSEMENT BY THE AIRLINES/TRAVEL AGENTS

Sr. No.	Date	Name of the travellers	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 AUTHORISED DEALERS

Sr. No.	Name of the travellers	Passport Number date and Place of issue	Total exchange released	Number of days for which exchange allowed	Stamp and signature of Authorised Dealer
_____	_____	_____	_____	_____	_____