

## REQUIRED DOCUMENTS CHECK LIST

### For Renewal of Membership 2020-21

- |     |   |                          |
|-----|---|--------------------------|
| 1.  | <b>Renewal Request on Letter Head. (attached)</b>           | <input type="checkbox"/> |
| 2.  | <b>Update Information Form. (attached)</b>                  | <input type="checkbox"/> |
| 3.  | <b>Signature Specimen. (Attached).</b>                      | <input type="checkbox"/> |
| 4.  | <b>Undertaking on Letter Head. (as per specimen).</b>       | <input type="checkbox"/> |
| 5.  | <b>Last Year Tax Return.</b>                                | <input type="checkbox"/> |
| 6.  | <b>Bank Letter “Account Maintenance”</b>                    | <input type="checkbox"/> |
| 7.  | <b>Bank Statement “Last 3 Months”.</b>                      | <input type="checkbox"/> |
| 8.  | <b>Electricity &amp; Telephone Bill (Office / Factory).</b> | <input type="checkbox"/> |
| 9.  | <b>Fresh Photograph and CNIC Copy.</b>                      | <input type="checkbox"/> |
| 10. | <b>Annual Renewal Fee.</b>                                  | <input type="checkbox"/> |
- i. Direct Deposit (**UBL Account No. 0360209761942**)
  - ii. Cheque “only UBL” or DD in favor of Vehari Chamber of Commerce & Industry)
  - iii. Only Original deposit slip will be acceptable along with all documents.

Respected Member,

Date: January 29, 2020

The Vehari Chamber of Commerce & Industry striving to enhance the economic growth of our district entrepreneurs. We have achieved many goals but our target “THE EXPORT ORIENTED DISTRICT”. You are requested to please fill all the necessary forms with detail information so, we may update your profile accordingly.

In addition to the payment of renewal fee (Associate Class **Rs. 5,000** & Corporate Class **Rs. 7,000**) **“before 31<sup>st</sup> March, 2020”** also provided the proof of submission of income tax return for the current year or the proof of submission of statement under Section 143-B of Income tax ordinance 1979 and sales tax return of last month, if applicable and all above mentioned documents.

The renewed membership certificate will be issued only after fulfill the above mentioned requirements.

Thanks with Regards,

Secretary General.

“On company Letter Head”

Ref No.

Date:

To,  
Secretary General,  
The Vehari Chamber of Commerce & Industry,  
Vehari.

Subject: REQUEST FOR THE RENEWAL OF MEMBERSHIP

Dear Sir,

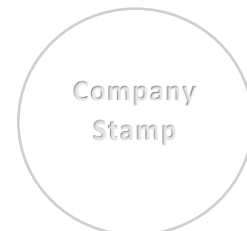
I/We are register member of The Vehari Chamber of Commerce & Industry in the name of our company  
M/s \_\_\_\_\_ My / Our membership tenure is going to be expired on 31<sup>st</sup> March, 2020.

I/We hereby apply for the renewal of my membership with ‘The Vehari Chamber of Commerce & Industry’  
and I/We accept & acknowledge the objects of the Chamber of Commerce & Industry & fully agree to abide  
by the rules & procedures of membership as laid down in the Memorandum & Articles of Association of the  
Chamber of Commerce & Industry and not involved in any unlawful act. My/Our membership will be subject  
to the approval by the Membership Committee of the Chamber of Commerce & Industry as per rules. I/We  
undertake to abide by all decisions of the Membership Committee.

I enclose the annual fee and all required document.

With Thanks,

Signature.  
(CEO, Director, Proprietor)





# THE VEHARI CHAMBER OF COMMERCE & INDUSTRY

Recognized by the Government of Pakistan

## INFORMATION REQUIRED FOR UPDATION OF MEMBERSHIP DATA

### Company/Firm Data

1. Membership # \_\_\_\_\_ Associate Class  Corporate Class
2. Name of Firm/Co: \_\_\_\_\_
3. Address: \_\_\_\_\_
4. Number of Employees: \_\_\_\_\_ Annual Turnover: \_\_\_\_\_
5. Main Line of Business: Manufacturer  Importer  Exporter  Trader  Services
- (a) Items of Manufacturing: \_\_\_\_\_
- (b) Items of Import: \_\_\_\_\_
- (c) Items of Export: \_\_\_\_\_
- (d) Items of Trading/Services: \_\_\_\_\_
6. Phone No: \_\_\_\_\_ Fax: \_\_\_\_\_
7. E-mail: \_\_\_\_\_ Web: \_\_\_\_\_
8. NTN No: \_\_\_\_\_ GST No: \_\_\_\_\_
9. Name of Bankers: \_\_\_\_\_

Photo Graph of  
CEO/  
Director/  
Partner/  
Proprietor

### Personal Information:

1. Name of CEO/Proprietor: \_\_\_\_\_
2. Res. Add. of CEO/Prop: \_\_\_\_\_
3. Mobile No: \_\_\_\_\_ WhatsApp No.: \_\_\_\_\_
4. CNIC No.: \_\_\_\_\_ Landline No: \_\_\_\_\_

**In case of Membership following information will also be submitted in addition to the above data.**

- Name of Proposer: \_\_\_\_\_ M/s: \_\_\_\_\_
- Membership No.: \_\_\_\_\_ Signature: \_\_\_\_\_
- Name of Secunder: \_\_\_\_\_ M/s: \_\_\_\_\_
- Membership No.: \_\_\_\_\_ Signature: \_\_\_\_\_

**I / We hereby confirm that my/our Annual Business Turnover is:**

- (a) More than Rs. 50 Millions  (b) Less than Rs. 50 Millions

I / we confirm that the information given in this form is true, complete and accurate.

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

Signature: \_\_\_\_\_

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

Company  
Stamp



# THE VEHARI CHAMBER OF COMMERCE & INDUSTRY

## ایوانِ صنعت و تجارت وہاڑی

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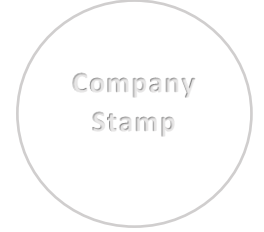
### REPRESENTATIVE SIGNATURE / IDENTITY CARD

1. Name of Firm / Co. \_\_\_\_\_ Membership No. \_\_\_\_\_

2. Authorized Representative Name: \_\_\_\_\_  
(Any one of the Partners or Directors an in case of Proprietorship only Proprietor can be a representative of firm/company)

3. Designation \_\_\_\_\_

4. C.N.I.C      —         —



Company  
Stamp

#### DECLARATION

I/We do hereby solemnly declare and attest that the photograph & signature affixed on this card are true of the above named representative of our Firm / Company.



Signature

Photograph of the  
Representative

#### Attested by:

Any one of the Partners / Directors other than representing the company and in case of Proprietorship only Proprietor will attest.

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

Designations: \_\_\_\_\_

Signature: \_\_\_\_\_

Note →

Affix stamp of the company/firm on the photograph in such a manner as to cover a part of the photograph

“On company Letter Head”

## UNDERTAKING FOR NO CRIMINAL CONVICTION

I, \_\_\_\_\_, Father / Husband Name, \_\_\_\_\_

CNIC No, \_\_\_\_\_, Resident of, \_\_\_\_\_

an applicant for registration with the Vehari Chamber of Commerce & Industry, Do solemnly affirm and declare as under:

That I am a Proprietor/Managing Partner/Managing Director/ Chief Executive of

M/s. \_\_\_\_\_

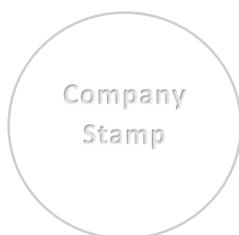
Address: \_\_\_\_\_

That I am a Pakistani Citizen and not involve in any Criminal malpractice.

That No Criminal Case in any Court of Law has been sued or pending against me and I am previously non convict.

***The contents of this undertaking are true and correct to the best of my knowledge and belief, nothing has been concealed therefrom. I understand that any misrepresentation as to the truth of the foregoing shall cause the disapproval of my application and / or outright revocation of the eligibility granted without prejudice to the filing of administrative and/or criminal case/s against me.***

Done this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.



\_\_\_\_\_  
Signature