



## The Multan Chamber of Commerce & Industry

Shahrah-e-Aiwan-e-Tijarat-o-Sanat, Multan

Tel: 92-61-4543530, 4517087, Fax: 92-61-4570463 Email: [info@mcci.org.pk](mailto:info@mcci.org.pk) URL: [www.mcci.org.pk](http://www.mcci.org.pk)

### APPLICATION FORM FOR MEMBERSHIP

(Please read the attached instructions before filling the Application Form for Membership)

The Secretary General,  
Multan Chamber of Commerce & Industry,  
Shahrah-e-Aiwan-e-Tijarat-o-Sanat,  
Multan.

Dear Sir,

Photograph of  
Proprietor/Director/P  
artner/CEO

I am desirous of becoming member of the Multan Chamber of Commerce & Industry, I have read and understand Memorandum and Articles of Association and By Laws of this Chamber and I agree to abide by the same. If at any stage I will not abide by or breach any Rules and Regulations as defined in the Memorandum and Articles of Association and By Laws of the Multan Chamber of Commerce & Industry so in that case the Multan Chamber of Commerce & Industry will have the right to cancel my membership. I will pay Admission Fee along with Annual Subscription Fee subject to approval of my application by the Executive Committee of the Multan Chamber of Commerce & Industry.

Yours faithfully,

\_\_\_\_\_  
Name of Authorized Representative

\_\_\_\_\_  
Name of Business Firm / Company

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Stamp / Seal Company / Firm

FOR OFFICIAL USE ONLY			
Approved/Not Approved		Membership No.	
PO / DD / Cheque No.		Class of Membership	
Total Fee Received Rs.		Membership Year	
Receipt No.		Membership Certificate No.	
Date of Payment		Date of Issue	
Signature - Membership Deptt:		Signature of Secretary General	

## PARTICULARS OF MEMBER

Tick Relevant Box

Proprietorship     Partnership /AOP     Ltd. / Pvt. Ltd Co.     Multinational Co.     Public Ltd. Co.     Manufacturing Concern

Name of Business			
Business Address			
Business NTN		Business GST if applicable	
Business Telephone No.		Fax No.	
Business Email ID		Website	

Particulars of Business	
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Date of Business Establishment			-			-			
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Name of Authorized Representative	
Designation	
CNIC No.	
Mobile No.	

**Particulars of Partners/Directors:**

	Name	CNIC	Mobile No.
1			
2			
3			
4			
5			
6			

Application must be proposed and seconded by valid Members of the Multan Chamber of Commerce & Industry

Proposed by (Name)	Business Name	Membership No.	Signature

Seconded by (Name)	Business Name	Membership No.	Signature

I declare that the particulars given in this Application Form are true to the best of my knowledge and belief and that I have no criminal record/conviction and that nothing has been concealed.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Stamp / Seal of Firm / Company

## **INSTRUCTIONS AND REQUIREMENTS OF MEMBERSHIP**

- Only Annual Subscription will be paid by the member at the time of Renewal of Membership.
- Membership shall be granted for a period of one year (From 01<sup>st</sup> April to 31<sup>st</sup> March each year) and shall expire on 31<sup>st</sup> of March each year irrespective of the date of grant of membership.
- Membership Renewal period is from 01<sup>st</sup> March to 31<sup>st</sup> March each year.
- Multan Chamber of Commerce & Industry will consider those applications for Membership whose Head Office or Registered Office or Branch Office is located within the jurisdiction of Multan District.
- Business Address of Firm/Company must be matched with the address mentioned in NTN Certificate.

### **Corporate Member:**

A member of a trade organization which is either a body corporate or a multinational corporation with its head office or branch office in Pakistan or a sales-tax-registered manufacturing concern or a sales-tax-registered business concern having annual turn-over of not less than Rs.50 million shall be called "Corporate member".

### **Associate Member:**

A member of a trade organization which is not a body corporate or a multinational or a sales-tax-registered manufacturing concern or a sales-tax-registered business concern having annual turn-over of not less than Rs.50 million shall be called "Associate Member".

**An application for grant of membership must be accompanied with documents as mentioned below:-**

### **Proprietorship:**

1. A copy of CNIC / Passport of Proprietor.
2. A copy of National Tax Number (NTN) certificate on the name of business.
3. Latest Income Tax Return where applicable on the name of business.
4. A copy of Sales Tax Registration Certificate and Sales Tax Return, if registered / applicable.
5. Proof of business address (copy of lease deed / allotment letter of the building / office).
6. Original Bank Certificate on the name of business.
7. Three photographs of the proprietor.

### **Partnership / AOP:**

1. Copies of CNICs / Passports of Partners.
2. A copy of National Tax Number (NTN) certificate on the name of the firm.
3. Latest Income Tax Return where applicable on the name of the firm.
4. A copy of Sales Tax Registration Certificate and Sales Tax Return, if registered / applicable.
5. Proof of business address (copy of lease deed / allotment letter of the building / office).
6. Original Bank Certificate on the name of business.
7. An attested copy of Partnership Deed duly registered with Registrar of Firms, Multan.
8. An attested copy of Form "C" issued by Registrar of Firms.
9. A written Resolution on Letterhead by all Partners for nominating one of the Partners as authorized representative in Multan Chamber of Commerce & Industry. All correspondence should be addressed to Multan Chamber of Commerce & Industry by the signature of authorized representative.
10. Three photographs of authorized representative.

### **Private Limited / Limited Company:**

1. Copies of CNICs / Passports of Directors.
2. A copy of National Tax Number (NTN) certificate on the name of the Company.
3. Latest Income Tax Return where applicable on the name of the Company.
4. A copy of Sales Tax Registration Certificate and Sales Tax Return, if registered / applicable.
5. A copy of Memorandum and Articles of Association duly approved by Securities & Exchange Commission of Pakistan (SECP) and attested by company secretary.
6. Copy of Certificate of Incorporation by Securities & Exchange Commission of Pakistan (SECP) and attested by company secretary.
7. Proof of business address (copy of lease deed / allotment letter of the building / office).
8. Original Bank Certificate on the name of business.
9. Board Resolution on Letterhead for nominating one of the Directors as authorized representative in Multan Chamber of Commerce & Industry. All correspondence should be addressed to Multan Chamber of Commerce & Industry by the signature of authorized representative.
10. Three photographs of authorized representative.
11. Latest copy of Form 29 duly certified by SECP.

### **Public Limited / Multinational Company:**

1. Copies of CNICs / Passports of Directors.
2. A copy of National Tax Number (NTN) certificate on the name of the Company.
3. Latest Income Tax Return where applicable on the name of the Company.
4. A copy of Sales Tax Registration Certificate and Sales Tax Return, if registered / applicable.
5. A copy of Memorandum and Articles of Association duly approved by Securities & Exchange Commission of Pakistan (SECP) and attested by company secretary.
6. Copy of Certificate of Incorporation by Securities & Exchange Commission of Pakistan (SECP) or proof of filing form 38 to 45 with SECP and BOI letter.
7. Proof of business address (copy of lease deed / allotment letter of the building / office).
8. Original Bank Certificate on the name of business.
9. Board Resolution or Power of Attorney, nominating one of Directors or General Manager / Country Manager as authorized representative in Multan Chamber of Commerce & Industry. All correspondence should be addressed to Multan Chamber of Commerce & Industry by the signature of authorized representative.
10. Three photographs of authorized representative.
11. Latest copy of Form 29 or form 38 to 45 duly certified by SECP.

## **Membership Fee**

### **Corporate Class:**

<b>Admission:</b>	<b>Rs. 5,000/-</b>
<b>Annual Subscription:</b>	<b>Rs. 12,000/-</b>
<b>Membership Card for Authorized Representative:</b>	<b>Rs. 500/-</b>
<b>Total:</b>	<b>Rs. 17,500/-</b>

### **Associate Class:**

<b>Admission:</b>	<b>Rs. 4,000/-</b>
<b>Annual Subscription:</b>	<b>Rs. 7,000/-</b>
<b>Membership Card for Authorized Representative:</b>	<b>Rs. 500/-</b>
<b>Total:</b>	<b>Rs. 11,500/-</b>

### **Women Entrepreneurs:**

#### **Corporate / Associate Class:**

<b>Admission:</b>	<b>Rs. 2,000/-</b>
<b>Annual Subscription:</b>	<b>Rs. 5,000/-</b>
<b>Membership Card for Authorized Representative:</b>	<b>Rs. 500/-</b>
<b>Total:</b>	<b>Rs. 7,500/-</b>

**Membership Card Fee for Partners / Directors (Optional) Rs. 1000/-**

**Urgent Membership Fee – Each Class (Obtaining within 3 Days) Rs. 10,000/-**  
**Super Urgent Membership Fee – Each Class (Obtaining within 24 Hours) Rs. 20,000/-**

Note:

1. Incomplete Application will not be considered / entertained.
2. Application Form must be proposed and seconded by any two valid members of Multan Chamber of Commerce & Industry.
3. Membership Certificate will be issued after approval by the Executive Committee/Scrutiny Committee of the Multan Chamber of Commerce & Industry.
4. After obtaining membership, if there is any change in particulars of business, it must be communicated to the Chamber by the member for record purpose.
5. Application Form for membership along with required documents can be submitted during office hours of the Chamber.
6. Urgent and Super Urgent Fee will be charged in additional to the Membership Fee.
7. Normal Membership Process Time – 15 Working Days.