

QUALIFICATIONS FOR MEMBERSHIP

A sole Proprietorship, or a Partnership or an Association of Persons or a Body Corporate or a Multinational Corporation or a Service concern shall be eligible for the membership of the Lahore Chamber of Commerce and Industry, such a firm or company is being assessed for the purpose of income tax or sales tax if applicable at Lahore or has its head office, registered office or manufacturing concern located in the Lahore district.

CORPORATE MEMBER	ASSOCIATE MEMBER
This class of membership shall be open to all industrial and commercial undertakings either a body corporate or a multinational corporation with its head office or branch office in Pakistan or a sales-tax-registered manufacturing or a sales-tax-registered business concern having annual turn-over of Rs. 50 million or above.	This class of membership shall be open to medium and small industrial and commercial undertakings, which are 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 Rs. 50 million or above.

Documents Required for Different Categories of Business

PROPRIETORSHIP	PARTNERSHIP	PUBLIC LIMITED / PRIVATE LTD
Application on firm/Company original letterhead signed by the Proprietor.	Application on firm/Company original letterhead signed by the Managing Partner.	Application on Company original letterhead signed by the Managing Director.
Completely filled Membership Form duly proposed and seconded by two valid members.	Completely filled in Membership Form, duly proposed and seconded by two valid members.	Completely filled in Membership Form, duly proposed and seconded by two valid members.
PHOTOCOPIES REQUIRED. C.N.I.C of the proprietor. (A4 size page with clear impression). NTN (RTO/CTO-Lahore) as a business individual bearing the title of business applied for membership. 00 STRN Certificate (if applicable). Utility bill of business premises.	PHOTOCOPIES REQUIRED. C.N.I.C of all partners (A4 size page with clear impression) NTN (RTO-Lahore) of company along with all partners. STRN Certificate (if applicable). Partnership deed on Rs.1000 stamp paper Form-C in case of registered firm. Utility bill of business premises.	PHOTOCOPIES REQUIRED. C.N.I.C of all directors. (A4 size page with clear impression) Copy of Passport in case of a Foreign National. NTN (RTO Lahore) of the Company. STRN Certificate (if applicable). Electricity bill of business premises.
-----	-----	Memorandum and Articles of Association, Incorporation certificate, Latest Form 29, duly certified by SECP.
Bank Account maintenance certificate in original (Not older than three months) from Bank situated in Lahore, bearing title of business applied for membership.	Bank Account maintenance certificate in original (Not older than three months) from Bank situated in Lahore bearing title of business applied for membership.	Bank Account maintenance certificate in original (Not older than three months) from Bank situated in Lahore bearing title of business applied for membership.

*The membership shall be granted for the period of one year and shall expire on 31st day of March every year irrespective of the date of grant of membership.

* Following additional requirements are to be complied in case of a Firm/Company represented by a foreigner or a local having partnership with a foreigner/foreigners.

- a) Copy of valid visas of foreigners.
- b) Police character certificate.
- c) Copy of Ownership Documents or Rent agreement of Business Premises.
- d) Pay Order equivalent to 750 USD in favor of LCCI for International Trade Development Fund.

* Membership fee will be received through Pay Order drawn on same bank account of the company/firm of which account maintenance certificate is attached with membership application.

* Size of photographs should be 2"x 2" with white back ground.

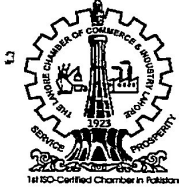
NEW MEMBERSHIP FEE DETAIL

CLASS OF MEMBERSHIP	REGULAR (Processing Time 40 Days)	URGENT (Processing Time 15 Days)	EXECUTIVE (Processing Time 24 Working Hours)
CORPORATE CLASS	Rs. 10,650/- Pay Order	Rs. 15,100/- Pay Order	Rs. 20,000/- Pay Order
ASSOCIATE CLASS	Rs. 4,450/- Pay Order	Rs. 7,300/- Pay Order	Rs. 10,000/- Pay Order

➡ New Membership applications submitted for Executive processing must be attached with reason in writing for seeking membership on urgent bases.

چند توجہ طلب امور

- ☆ ممبر شپ حاصل کرنے کے لیے درخواست فارم کی فوٹو کاپی قابل قبول نہیں ہوگی۔
- ☆ نامکمل معلومات ہونے کی صورت میں ممبر شپ کی درخواست واپس لے لی جائے گی۔
- ☆ فارم پر معلومات احتیاط سے درج کریں کاٹ چھانٹ اور فلوڈ لگا کر تبدیل کیے ہوئے کوائف والا فارم قبول نہیں ہوگا۔
- ☆ ممبر شپ فارم میں تمام معلومات CAPITAL LETTER میں لکھیں۔
- ☆ ممبر شپ فارم کے ساتھ کمپیوٹرائزڈ شناختی کارڈ کی واضح اور فل پیج کاپی منسلک کریں۔
- ☆ کمپنی کے Representative (نمائندہ) سے مراد Sole Proprietorship کی صورت میں صرف مالک ہی ہو سکتا ہے جبکہ AOP کی صورت میں کوئی ایک پارٹنر Representative ہو سکتا ہے۔ پرائیویٹ لمیٹڈ ہونے کی صورت میں کمپنی کے ڈائریکٹرز میں سے کوئی ایک ڈائریکٹر چیئر میں بطور Representative مقرر کیا جاسکتا ہے جس کے لیے فارم میں دیئے گئے Representative کارڈ کو پُر کرنا ہوگا۔
- ☆ کمپنی کے مالک اگر فارم جمع کروانے نہیں آسکتے تو درخواست فارم جمع کروانے والے کے کوائف کمپنی کے لیٹر ہیڈ پر اتھارٹی لیٹر میں درج کریں۔



Secretary General,
The Lahore Chamber of Commerce & Industry
11-Shara-e-Aiwan-e-Sanat-o-Tijrat, Lahore.

لاہور چیمبر آف کامرس اینڈ انڈسٹری
11 شارع ایوان صنعت و تجارت، لاہور

درخواست برائے رکنیت

Subject: Application for LCCI Membership

Dear Sir,

I/We do hereby apply for membership of the Lahore Chamber of Commerce & Industry and undertake to abide by the Memorandum and Articles of Association of the Chamber on being enrolled as Member and I/we have no criminal conviction. Particulars of my/our business are given as under;

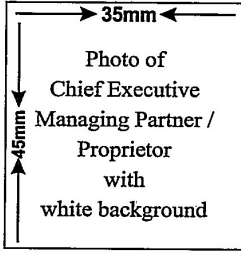
میں اہم قرار کرتا کرتی کرتے ہیں کہ اس ایوان کی رکنیت حاصل کرنے کے بعد اس کے قواعد و ضوابط اور تحریری آئین کے پابند رہیں گے اور مجھے کسی عداوت سے سزا نہیں ہوئی

DECLARATION

I/we _____ do solemnly declare and affirm that;

(Name of Chief Executive / Managing Partner/Proprietor)

- My/our firm/Company has never been a member of this chamber prior to the application submitted herewith.
میں اہم اس بات کا حلف اقرار کرتا کرتے ہیں کہ رکنیت کی درخواست سے پہلے میری/ہماری فرم/کمپنی اس ایوان کی رکن نہیں ہے۔
- Our particulars are true to the best of my knowledge & belief.
رکنیت کے لئے دی گئی درخواست میں درج کیے گئے تمام کوائف درست اور تصدیق شدہ ہیں۔
- Hold myself/ourseleves responsible for all legal/judicial consequences arising due to false statement.,
درخواست میں دیئے گئے کوائف میں سے اگر کوئی غلط ثابت ہوا تو ادارہ اس کے خلاف قانونی چارہ جوئی کا حق محفوظ رکھتا ہے۔



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

دستخط
Signature

مہر فرم/کمپنی
Stamp of Firm/Co.

Yours faithfully,

Declaration by Proposer and Seconder:

We do hereby attest that we know the applicant. He is a genuine businessman and his particulars are true to our knowledge and belief.

ہم اس بات کی تصدیق کرتے ہیں کہ درخواست گزار حقیقی کاروباری ہے ہم اس کو ذاتی طور پر جانتے ہیں اور اس نے جو کوائف درخواست میں درج کیے ہیں ہمارے علم کے مطابق درست ہیں

Proposed by (تجویز کنندہ)

M/s. نام فرم/کمپنی _____ Membership No. ممبر شپ نمبر _____

Representative Name نام نمائندہ _____ Mobile #: موبائل نمبر: _____

Signature
دستخط

Stamp
مہر

Seconded by

M/s. نام فرم/کمپنی _____ Membership No. ممبر شپ نمبر _____

Representative Name نام نمائندہ _____ Mobile #: موبائل نمبر: _____

Signature
دستخط

Stamp
مہر

FOR OFFICE USE ONLY دفتر استعمال کیلئے

Class of Membership Corporate کارپوریٹ ممبر Associate ایسوسی ایٹ ممبر Received Rs. رقم وصول _____

By cash/cheque No. _____ Vide receipt No. _____ Dated _____

چیک نمبر

رسیڈ نمبر

تاریخ

Signature of Cashier دستخط وصول کنندہ _____

نوٹ: تجویز اور تصدیق کنندہ کے لئے مطلوبہ ہتھیار ممبر شپ نمبر سے تصدیق دیکھ کر رکھنا ہے۔ ایک ہی ایک نامزد فرد کی طرف سے تجویز نہیں کریں گے۔

1. Firm/Company Name _____
2. Name of Representative _____
(Any one of the Directors or Partners and in case of Proprietorship only Proprietor can be a representative of firm/company)
3. CNIC No - -
4. Passport No of the Representative(in case of Foreign National) _____
5. Representative Date of Birth _____ Place of Birth _____ Nationality: _____
6. Postal Address of Company / Form _____

7. Business Premises is self owned Rented E-mail: _____
8. Ph.: Office: 042- 042- Fax:
9. Representative Mobile: - 2) -
10. Paid up Capital _____ Annual Turnover (Pak Rs.) _____
11. Sales Tax Registration No. - - - -
12. National Tax No. No. of Employees _____
13. Company Status: Proprietorship Partnership Corporation Company
14. Business Type: Trading Importer Exporter Services Manufacturer
Retailer Wholesaler Departmental Store
15. Business Sector _____ Business Sub Sector _____
16. Main Commodity in which we deal _____
17. Name of Bank _____ Branch Address/Code _____

REPRESENTATIVE SIGNATURE / IDENTITY CARD

1. Name of Firm / Co. _____ Membership No. _____
2. Authorized Representative : Name _____
(Any one of the Directors or Partners and in case of Proprietorship only Proprietor can be a representative)
3. Designation of Representative in the Firm /Company _____
4. C.N.I.C. - -
5. Passport No of the Representative(in case of Foreign National) _____

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

← 35mm →
Photo of
Chief Executive
Managing Partner /
Proprietor
with
white background
↑ 45mm ↓

Attested by:

Any one of the Directors/Partners other than representing the Company/ Firm will acknowledge the representation.

Name: _____

Signature _____

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

Particular of Directors / Partners :

Membership No. _____

Name: _____

Designation _____

CNIC No. - -

Cell #: _____

Passport No (in case of foreign national) _____

NTN. -

Signature

Photo

Membership No. _____

Name: _____

Designation _____

CNIC No. - -

Cell #: _____

Passport No (in case of foreign national) _____

NTN. -

Signature

Photo

Membership No. _____

Name: _____

Designation _____

CNIC No. - -

Cell #: _____

Passport No (in case of foreign national) _____

NTN. -

Signature

Photo

Membership No. _____

Name: _____

Designation _____

CNIC No. - -

Cell #: _____

Passport No (in case of foreign national) _____

NTN. -

Signature

Photo

Membership No. _____

Name: _____

Designation _____

CNIC No. - -

Cell #: _____

Passport No (in case of foreign national) _____

NTN. -

Signature

Photo

NOTE: In case of more than five Directors / Partners use photocopy of this page

The Secretary General
Lahore Chamber of Commerce and Industry
Lahore

Subject: Authority letter for submission of LCCI Membership Application.

Dear Sir.

I/We hereby authorize Mr./Ms who is an employee / consultant of my / our firm / company to submit application for enrolment as member of the Lahore Chamber of Commerce and Industry.

Details of Authorized Person

Name..... Signature.....
OF THE PERSON TO WHOM AUTHORITY IS GIVEN

CNIC.....

Cell..... Signature.....
PROPRIETOR / PARTNER / DIRECTOR

چند توجہ طلب امور

- ★ ممبر شپ حاصل کرنے کے لئے درخواست فارم کی فوٹو کاپی قابل قبول نہیں ہوگی۔
- ★ فارم پر معلومات احتیاط سے درج کریں کاٹ چھانٹ اور فلوڈ لگا کر تبدیل کیے ہوئے کوائف والا فارم قبول نہیں ہوگا۔
- ★ ممبر شپ فارم کے ساتھ کمپیوٹرائزڈ شناختی کارڈ کی واضح اور فل پیج کاپی منسلک کریں۔ جس پر تصویر اور سائن واضح طور پر دیکھے جاسکیں۔
- ★ ممبر شپ فارم میں تمام معلومات CAPITAL LETTER میں لکھیں۔
- ★ لاہور چیمبر کی مدت رکنیت ایک سال ہے جس کی معیاد ہر سال 31 مارچ کو ختم ہو جائے گی، قطع نظر اسکے کہ رکنیت کی تاریخ اجرا کچھ بھی ہو۔
- ★ ممبر شپ پر تجویز اور تصدیق کنندہ کی فرم یا کمپنی کی رکنیت تجدید شدہ ہونی چاہیے۔
- ★ فارم پر تصاویر گیم سٹیک یا گوند سے چسپاں کریں اور تمام تصاویر وائٹ بیک گراؤنڈ کے ساتھ ہونی چاہیں۔
- ★ کمپنی کے مالک اگر فارم جمع کروانے نہیں آسکتے تو درخواست فارم جمع کروانے والے کے کوائف اوپر دیئے گئے اتھارٹی لیٹر میں درج کریں۔ اور شناختی کارڈ کی کاپی بھی منسلک کریں۔

OBSERVATIONS (For Office use)

Date.....

- 1 Fill in complete LCCI new membership Form.
- 2 Application on Company / Firm Letterhead.
- 3 Clear readable copy of CNIC of Prop / Partner / Director.
- 4 Copy of NTN / STN "RTO Lahore" of Prop/AOP/Partners /Co's/ bearing title of business applied for membership.
- 5 Bank Account Maintenance Certificate, Copy of Form "C" or "D"
- 6 Copy of Partnership Deed
- 7 Certificate of Incorporation, Memorandum & Articles of Association, Form 29, Form II, duly certified by SECP.
- 8 Copy of Electricity Bill of business premises.
- 9 Studio pictures with white back ground.
- 10 Proposer & Seconder signature and Stamps.
- 11 Firm's / Company's stamp
- 12 Pay order
- 13 Signatures does not match with CNIC

Staff Signature.....