

THE COMPANIES ACT, 2017
THE COMPANIES REGULATIONS, 2024
 [Section 42 and Regulation 97 & 30]

APPLICATION FOR GRANT OF LICENSE UNDER SECTION 42 OF THE ACT

PART-I

(To be completed by the applicant in block letters.)

1. Fee Payment Details 1.1 Challan No 1.2 Amount (Rs.)

PART-II

2.1 Proposed name of the association

Name

2.2 Whether the association is already registered -

Yes ☐ No ☐

If yes, state the following:

i. Name of existing registered entity

ii. Entity registered as

(State whether society, trust, etc.)

iii. Registration authority

iv. Status of existing entity after incorporation of proposed company

a. Takeover by proposed company

b. Closure of existing entity

2.3 Particulars of promoters/proposed directors/proposed CEO:

Name and surname (present and former) in full	CNIC/NICOP (in case of Pakistani national) or Passport No (in case of foreigner)	*Incorporation/ Registration Number	Nationality (with former nationality and nationality of	Occupation	Residential address/ registered office address (in case of a subscriber other than a natural person)	NTN (in case of director, where applicable)	Designation (Director/ Subscriber/ CEO) Please	Nature of directorship (appointed, nominee/ independent/ other)	Name of entity nominating the director**	No of shares subscribed, only in case of company having share capital
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* Applicable to subscribers other than natural persons

**applicable in case of nominee director

2.4 Details of donation by promoters and other persons:

S#	Funds/donations	Name of donor	CNIC No./passport No. (in case of foreign national) of donor	Amount
1.	Donations and grant – Local (if any)			
i.	In cash			
ii.	In kind			
2.	Donations and Grants – Foreign (if any)*			
i.	In cash			
ii.	In kind			
3.	Members’ donations — Start-up (mandatory)			

i.				
ii				
iii				
4.	Others			
i.				
ii				
iii				

Note: minimum required start-up donation shall be in the form of cash only to be deposited through proper banking channel.

*Attach letters of consent/letters of intent/letters of commitment in support of above statement

2.5 Declaration by the applicant

I do hereby solemnly and sincerely declare that:

- a) I have been authorized as declarant by the promoters;
- b) all the requirements of the Companies Act, 2017, and Associations with Charitable and Not For Profit Objects Regulations, 2018 have been complied with;
- c) I make this solemn declaration conscientiously believing the same to be true.

PART-III

3.1 Signature

3.2 Name of Authorized Promoter/ Authorized Intermediary

3.3 Registration No of Authorized Intermediary, if applicable

3.4 Contact details of the applicant, i.e. address, email and cell No. etc.

Address:

Email:
Cell No.

	Day	Month	Year								
3.5 Date	<table border="1"><tr><td></td><td></td></tr></table>			<table border="1"><tr><td></td><td></td></tr></table>			<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				

Enclosures:

1. Copy of national identity card (NIC)/ NICOP/valid passport (in case of foreigner) of each promoter, proposed directors and proposed chief executive officer;
2. Curriculum vitae of each promoter, proposed directors and proposed chief executive officer as per **Appendix-A to this Application**;
3. An affidavit by each promoter, proposed directors and proposed chief executive officer as per **Appendix-B to this Application**;
4. A copy of the draft memorandum and articles of association as per Table F of the First Schedule to the Act;
5. A letter of authority on stamp paper of requisite value as per **Appendix-C to this application** by all the promoters in favor of either one of them or an authorized intermediary to present the application before the Commission on their behalf, and to make other amendments, additions, corrections etc., in the documents and also to collect license;
6. Copy of availability of name letter issued by the registrar indicating that the proposed name is available;
7. If the association is already registered under any other law for the time being in force, the following shall also be annexed with the application:
 - i. a copy of the audited balance sheet, income and expenditure account and the annual report on the working of the association for the financial year immediately preceding the date of the application;
 - ii. copy of certificate of registration or any document evidencing registration under any other law, duly certified by relevant authority;
 - iii. resolution of all existing members for the proposed change of status along with names of proposed members of the section 42 company being formed;
 - iv. list of members of the association, duly certified by relevant authority;
 - v. latest copy of its constitution or charter or statute, duly certified by relevant authority;
 - vi. list of all pending disputes among the members and pending court cases filed by or against the association with brief description thereof, if any.
8. Original challan or other evidence of payment of fee specified in Seventh Schedule of the Act (not applicable in case of online filing)

Appendix-A to App-3

THE COMPANIES ACT, 2017
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 [Regulations 97]

Information to be provided by promoters, proposed directors/directors, proposed chief executive officer/chief executive officer of the Company

1 Profile

1.1	Name in Full including former name:	
1.2	Nationality	
1.3	NIC No or Passport No (in case of foreign national)	
1.5	Contact details:	
1.5.1	Residential Address	
1.5.2	Business Address	
1.5.3	Telephone Number	
1.5.4	Mobile Number	
1.5.5	Fax Number	
1.5.6	Email address	
1.6	Academic and Professional Qualifications	
1.7	Status	Promoter <input type="checkbox"/> Director <input type="checkbox"/> Chief Executive Officer <input type="checkbox"/>

2 Experience Detail:

S#	Name of organization	Designation	Work responsibilities related to objects of proposed company (mention reference of clause number of draft MoA)	From (period latest to old)	To

Note: If needed, separate extra sheets can be used for each item

Appendix-B to App-3

THE COMPANIES ACT, 2017

THE COMPANIES REGULATIONS, 2024

[Regulations 97]

AFFIDAVIT / UNDERTAKING

I, Mr./Miss./Mrs. (name of promoter/member/proposed director/director/proposed chief executive officer/chief executive officer), resident of _____ and holding NIC/Passport No_____, do hereby state on solemn affirmation as under that I:-

- (a) am eligible to act as (promoter/member/director/chief executive officer) of M/s._____ (proposed) according to fit and proper criteria specified in the Regulations;
- (b) have sufficient skills, expertise and resources for the attainment of object of the association/company;
- (c) shall contribute a reasonable amount but not less than Rs.200,000/- as startup donation to the association/company. The same shall be deposited in the company's account within a period of six months of its incorporation which shall be used for the attainment of its object(s) and shall not be refundable to the promoters, directly or indirectly;
- (d) shall ensure that the funds raised shall be spent for objects of the association/company and for other ancillary purposes;
- (e) am fully aware of the affairs of the association/company; and
- (f) am fully aware of the contents of application for grant of license under these Regulations and whatsoever stated in the application and accompanied documents is true and correct and nothing has been concealed in the application.

Deponent

Signature:_____

Dated:_____

Witness to the above:

Signature:_____

Name:_____

NIC:_____

Address:_____

Attested by an
Oath
Commissioner
under his seal

[To be filed on stamp paper of requisite value duly verified by an Oath Commissioner]

Appendix-C to App-3

THE COMPANIES ACT, 2017 THE COMPANIES REGULATIONS, 2024

[Regulations 97]

LETTER OF AUTHORITY

We, the undersigned promoters of the association M/S
 <.....>, do hereby authorize
 <.....> one of the promoters of the association; or
 <.....> a registered/authorized intermediary; whose
 specimen signature is appended herein below to present us before the Securities and Exchange
 Commission of Pakistan to submit application/ documents for grant of license under section
 42 of the Companies Act, 2017, and to make necessary amendments required by the SECP, to
 collect license, and to sign and give necessary explanation on our behalf in relation to the above
 and the allied matters.

	Name	Signature
Promoter-1		
Promoter-2		
Promoter-3		

Note: If the promoter is a subscriber other than a natural person, Board resolution authorizing
 the person/intermediary to be annexed.

Witness		
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 Name and signature of authorized
 promoter/registered/authorized
 intermediary

[To be filed on stamp paper of requisite

Seal and
 signature of
 Notary Public