



HUNZA CHAMBER OF COMMERCE & INDUSTRY
INSTRUCTIONS FOR MEMBERSHIP
 Membership period: (one year: April 01 to March 31 each year)

Hunza Chamber of Commerce & Industry (HCCI) entertains those applications for Membership whose Head Office or Registered Office or Branch Office is located within the jurisdiction of district Hunza

Corporate Member (CM)

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 Rs. 50 million or above shall be a "Corporate Member"

Associate Member (AM)

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 Rs. 50 million or above shall be a "Associate Member".

Membership shall be granted in the light of above mentioned criteria and there shall be no discretion to choose the membership class by the prospective member. An application for membership must be accompanied with the below mentioned relevant documents

Proprietorship

S #	Check List	Requirements
1		A copy of CNIC/ Passport of Proprietor
2		a) A copy of National Tax Number (NTN) certificate on the name of business b) Latest Income Tax Return where applicable, on the name of business
3		A copy of Sales Tax Registration and latest Sales Tax Return, if registered / applicable
4		Three photographs of the proprietor (one for pasting on the application form & two for IDC)
5		Lease deed / allotment letter of the building / office as a proof of business on the indicated address
6		Original bank certificate on the name of business

Partnership / AOP

S #	Check List	Requirements
1		Copies of CNICs/ Passports of Partners
2		a) A copy of National Tax Number (NTN) certificate on the name of the firm b) Latest Income Tax Return where applicable, on the name of the firm
3		A copy of Sales Tax Registration and latest Sales Tax Return, if registered / applicable
4		A copy of Partnership Deed duly registered with Registrar of Firms, Islamabad
5		A written resolution on letterhead of all the Partners for nominating one of the Partners as representative in HCCI. All correspondence should be addressed to HCCI by the signature of authorized representative
6		Three photographs of representative (one for pasting on the application form & two for IDC)
7		Lease deed / allotment letter of the building / office as a proof of business on the indicated address
8		Original bank certificate on the name of business



MEMBERSHIP APPLICATION FORM

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

HUNZA CHAMBER OF COMMERCE & INDUSTRY

(Incorporated under Companies Ordinance 1984 and licensed under Trade Act 2013)

Membership No	M					
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The Secretary General,
Hunza Chamber of Commerce & Industry

Dear Sir,

Being desirous of becoming, Corporate Member/Associate Member of the Hunza Chamber of Commerce and Industry, I agree to abide by its Memorandum and Articles of Association. A sum of Rs. _____ being the admission fee together with a sum of Rs. _____ being the annual membership subscription is deposited herewith in anticipation of being enrolled as a member subject to the approval by Scrutiny and Executive Committee of HCCI.

Yours faithfully,

Signature of Authorized Representative

Business Name	
Representative Name	

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

Proposed by (Name)	
Business Name	
Membership No	M
Signature	_____

Seconded by (Name)	
Business Name	
Membership No	M
Signature	_____

FOR OFFICIAL USE ONLY			
Membership Class		Received Total Rs.	
Receipt Number		Cash/P O/ DD/Cheque #	
Dated		Membership Valid up to	
Signature		Issued Membership Certificate No and dated	

Photograph of
CEO / Director /
Partner /
Proprietor

Membership No M

PARTICULARS OF PROSPECTIVE MEMBER

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

Tick Relevant Box

Business Name	<input type="text"/>
Business Address	<input type="text"/>
For Official Use Only	<input type="text"/>

Representative Name

Designation	<input type="text"/>
Date of Birth	<input type="text"/>
Names of Partners/Directors	<input type="text"/>
II	<input type="text"/>
III	<input type="text"/>
IV	<input type="text"/>
V	<input type="text"/>
VI	<input type="text"/>
VII	<input type="text"/>
Name of Bank	<input type="text"/>

Business Establishment Date

Tel (Business)	<input type="text"/>
Tel (Business)	<input type="text"/>
Fax 14 URL	<input type="text"/>
Mobile 16 E-mail	<input type="text"/>
Mobile 18 E-mail	<input type="text"/>
NT N (Business)	<input type="text"/>

Tel (Home)	<input type="text"/>
UAN	<input type="text"/>
CNIC - -	<input type="text"/>
E-mail	<input type="text"/>
E-mail	<input type="text"/>
CNIC	<input type="text"/>

21 Sales Tax Registration, if applicable GST No

22 Main lines of business: Manufacturer Processor Importer Exporter Trader Services Any other

Tick Relevant Box

Business Interests	<input type="text"/>
Items of Export	<input type="text"/>
Countries of Export	<input type="text"/>
Items of Import	<input type="text"/>
Countries of Import	<input type="text"/>

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.

Stamp /Seal of the proprietorship/Firm/Company

Signature of Authorized Representative



HUNZA CHAMBER OF COMMERCE & INDUSTRY
Form for Computerized Membership Card
 (Please fill in block letters in duplicate)

Membership #	M								
Representative Name									
Business Name									
Business Address									
CNIC/Passport #									
NTN # (Business)									
Valid up to									

I do hereby declare that this card will not be misused by me

Signature of Authorized Representative
 (Signatures should not touch the box lines)

(I D Card Fee Rs. 400/-)

Photograph

Code #
 (For official use only)

HCCI MEMBERSHIP CARD FORM

Membership #	M								
Representative Nam									
Business Name									
Business Address									
CNIC/Passport #									
NTN # (Business)									
Valid up to									

I do hereby declare that this card will not be misused by me

Signature of Authorized Representative
 (Signatures should not touch the box lines)

Photograph

Code #
 (For official use only)