

THE COMPANIES ACT, 2017
THE COMPANIES REGULATIONS, 2024

[Section 16 and Regulations 8, 9, 10 & 30]

APPLICATION FOR COMPANY INCORPORATION

PART-I

(To be completed by the applicant in block letters)

1.1	Name of the Company						
1.2	Fee Payment Details	1.2.1	Challan No		1.2.2	Amount (Rs.)	

PART-II

Section – A - Company information

2.1	Registered office Address, if any					
	City		District		Province	
	Telephone Number			Email Address		
	Mobile Number					
2.2*	Correspondence Address					
	City		District		Province	
	Telephone Number			Email Address		

Mobile
Number

*Information regarding Correspondence address is to be provided only if the company has not given its registered office at the time of incorporation of company in 2.1 above.

- 2.3 Principal line of business (Brief objects as per clause 3 (i) of the Memorandum may be mentioned)

Section – B – Capital Structure

	Class/ Kind	Face Value	Number of shares	Total Amount
2.4	Authorized Capital			
2.5	Paid Up Capital			

Section – C – Special business information*

(Applicable in case of Banking Company, Non-Banking Finance Company, Asset Management company, Leasing company, Investment finance Company, Investment Advisor, REIT Management Company, Housing Finance Company, Private fund management company, Discount House, Pension Fund Manager, Microfinance or Microcredit business company, Corporate Restructuring company, Insurance Business, Modaraba Management Company, Stock Brokerage business, forex, managing agency, business of providing the services of security guards, securities broker, securities and futures adviser, securities manager, share registrar, credit rating company, balloter, underwriter, debt securities trustee or any other business restricted under any law for the time being in force or as may be notified by the Commission or any other government authority.

- 2.6 Nature of business in case of specialized business requiring license / permission / approval (please specify and also attach NOC / approval of the relevant authority)

**(Additional documents may be required by the registrar)*

Section – D – Company subscribers, directors, chief executive officer, and in case of single member company, name of nominee

- 2.7 State Number of directors fixed by subscribers:

[Please note that as per law a company must have minimum director as follows:]

Kind of Company	Minimum number of directors required by law	No. of proposed directors
<i>Single Member Company</i>	01	
<i>Private Limited Company</i>	02	
<i>Public Limited Company</i>	03	

2.8 Details of subscribers, directors and chief executive officer *

Name and surname (present and former) in full	Fathers/Husbands Name in Full	NIC/NICOP (in case of Pakistani national) or Passport No (in case of foreigner)	** Incorporation/ Registration No.	Nationality (with former nationality and nationality of the origin, if different	***Occupation	Residential address/ registered office address or principal office (in case of a Subscriber other than a natural person	NTN (in case of director, where applicable)	Designation (Director/Subscriber/ CEO) Please specify	Nature of directorship (appointed, nominee/ independent/ other)	Name of entity nominating the director	No. of shares subscribed (for subscriber)	****Signatures

* Add details as applicable

** Applicable on subscribers other than natural persons

***Please also mention names of other companies where directorship is held.

**** Signature of subscribers and consent to act as director or chief executive as the case may be.
In case of online submission, the document will be signed electronically.

2.9 Details of Nominee (only in case of single member company - Nominee shall not be a person other than relatives of the member- namely, a spouse, father, mother, brother, sister and son or daughter)

Name of Nominee	
NIC of Nominee	
Residential address of Nominee	
Telephone number of Nominee	
Email address of Nominee	

Relationship of Nominee with subscriber	
Signature of Nominee	

Section – E - Articles of Association

2.10 If the company intends to adopt the Articles contained in First Schedule to the Act, please tick the relevant box.

Status of company	Applicable relevant table of First Schedule	Please tick relevant box
Company limited by shares	Table A - Part-I	
Single member company limited by shares	Table A - Part-II	
Company limited by guarantee and not having a share capital	Table C	
Company limited by guarantee and having a share capital	Table D	
Unlimited company having a share capital	Table E	

2.11 If the company has not adopted articles of association contained in First Schedule to the Act, it shall attach the articles of association.

PART-III

Declaration under section 16

3.1 Declarant Name

--

3.2 Declarant Profession / Designation
(Please tick the relevant box)

- ☐ Authorized Intermediary
☐ a person named in the articles as Director of the proposed company

3.3 Declaration

I do hereby solemnly and sincerely declare that: a) I have been authorized as declarant by the subscribers; b) all the requirements of the Companies Act, 2017, and the regulations made there under in respect of matters

precedent to the registration of the said Company and incidental thereto have been complied with.

- c) necessary information about the ultimate beneficial owners of the proposed company, if any, as specified in regulation 13, has been obtained and is available on record.
- d) I make this solemn declaration conscientiously believing the same to be true.

3.4 Declarant Signature

--

3.5 Registration No of authorized intermediary, if applicable

--

3.6 Date

Day		Month		Year			

Enclosures:

1. Memorandum of Association;
2. Articles of Association, (if the company has not adopted the Articles from the First Schedule);
3. Copies of valid NIC/NICOP of the subscribers/directors/chief executive officer or copy of Passport in case of a foreigner;
4. Copy of valid NIC/NICOP of nominee only in case of single member company or copy of Passport in case of a foreigner;
5. Copy of valid NIC of witness in case of physical filing;
6. NOC/Letter of Intent/ License (if any) of the relevant regulatory authority in case of specialized business;
7. Authority letter for filing of documents for the proposed company as per requirement of clause (vi) of sub-regulation (2) of regulation 8;
8. Copy of valid NIC/Passport of person duly authorized by the Board of directors of a body corporate which is a subscriber along with copy of Board resolution and attendance sheet. In case of a subscriber which is a limited liability partnership, copy of valid NIC/ Passport of designated partner empowered to act as such, along with copy of instrument empowering him;
9. In case the subscriber is a foreign company or a foreign body corporate, the profile of the foreign company, detail of its directors, their nationality and country of origin, certified copy of its charter, statute or memorandum and articles, copy of the certificate of incorporation, Board resolution by the foreign company for appointment of nominee and authorization to acquire shares in the proposed company, an undertaking on stamp paper of requisite value duly signed, notarized and witnessed;

10. In case the subscriber is an individual of foreign nationality, nine sets of copies of bio data, copies of valid passport and an undertaking on stamp paper of requisite value duly signed, notarized and witnessed;
11. Original challan or other evidence of payment of fee specified in Seventh Schedule of the Act (not applicable in case of online filing).

Witness to above signatures: *(Only for the documents submitted in physical form)*

Signatures	
Full Name (in Block Letters)	
Nationality	
CNIC No.	
Usual residential address	