

**NATIONAL TRIFF COMMISSION
MINISTRY OF COMMERCE
GOVERNMENT OF PAKISTAN**

APPLICATION FORM FOR TRADING BUSINESS

General Guide Lines:

1. This Form has been designed to seek information from the applicant in order to facilitate/assist the Commission with the tariff/tax related problems. In case there is any difficulty in filling this form, please call on Secretary National Tariff Commission (Ph.051-9202839).
2. Attach copies of the latest audited/un-audited accounts along-with accounts of two preceding years. A copy of half yearly accounts (if prepared) and minutes of the last Annual General Meeting may also be provided.
3. Please keep in mind that your case/request is liable to be closed if the requisite information is not fully provided as per prescribed format.
4. If required additional paper can be used or the entire form can be typed on separate paper. But as far as possible, information may be given to the fullest extent.
5. After filling in the form as required it should be despatched to the National Tariff Commission on the following address, together with prescribed fee (non-refundable) in shape of bank draft amounting to Rs.20,000 (if paid up capital of applicant unit is upto Rs.50 million) and Rs.30,000/- in all other cases.

**The Chairman,
National Tariff Commission,
5th Floor, State Life Building No.5
Khayaban-e-Quaid-e-Azam,
Blue Area,
Postal Code 44000
ISLAMABAD**

Ph No: (051) 9202839, FAX NO. (051) 9221205,
E-mail Address: ntc@ntc.gov.pk
Website: www.ntc.gov.pk
Post Office Box 1689, Islamabad.

A. BUSINESS IDENTIFICATION

1. Name of Trading Business/Association/Chamber:

2. Address:

3. Business categorization (check relevant categories):

- (i) Importer. (ii)
- Sole Agent.
- (iii) Indentor.
- (iv) Distributor.
- (v) Dealer (vi)
- Trade Association
- (vii) Chamber

4. Year of Establishment:-

5. Telephone Nos:

6. Telex 7. Fax:

8. PROBEMS FACED AND RELIEF SOUGHT.

1. State precisely difficulties faced by the trading business:

2. State Relief sought.

3. Give justification for the Relief sought.

TRADING ACTIVITY

Give the quantity and value of the product(s) imported/indented either on your own account or for other parties during each of the last three years under the following heads:

Period	Product (s)	Country of Import	Mode of Import	Mode@ @ of financing	Specification	Measuring Unit	Total quantity Imported	Total C&F Value (in) Foreign currency
--------	-------------	-------------------	----------------	----------------------	---------------	----------------	-------------------------	---------------------------------------

1	2	3	4	5	6	7	8	9
Latest (indicate period)								
A year before (July- June.....)								
Two year before (July- June....)								

2. Give per unit C&F value and landed cost of the product(s) listed under item 1 during each of the last three years under the following heads (enclose copies of invoices and bills of entry in support of the information):

PERIOD	C&F Value per Unit ** (Rs.)	Duties *** (Rs)	Landed Cost (Rs.)
1	2	3	4
Latest (Indicate period) A year before (July-June)			
Two year before (July-June)			

@ Barter/free trade/other (to be specified).

@@ Aid/Loan/Cash (to be specified).

* State No. of British standard (BS), American standard (ASTM), Japanese standard (JIS) Pakistan Standards Institution Standard or any other recognized standard to which the product(s) conform(s). Attach a copy of the standard.

** Tonne, Metric Ton, Kg., gallon, litre etc.

*** Includes all duties/taxes/e.g. import duty, sales tax, etc.

3. Give the PCT Heading No. and other details of the imported product(s) under the following heads:-

Period	PCT Heading No.	Rates of Duties/Taxes				Exemption from duty & tax, if any.	
		Custom Any Duty other	Sales Tax	Central E.D			
1	2	3	4	5	6		7
Latest (Indicate Period) A year before (July-June)							

4. Give the whole sale and retail price of the imported product(s) from different countries for the last two years under the following heads:-

Period	Description of the product(s) with specification	Name of the country of Import	Price per Unit in Rs.	
			Whole Sale	Retail
1	2	3	4	5
Latest (Indicate Period) A year before (July-June)				

5. How does the product(s) manufactured in Pakistan compare in quality and price with similar imported product(s)? Detail the differences found, if any.

6. What rate of protective duty or other measures would be adequate to protect the indigenous industry from import substitutes? Give reasons & justifications.

7. How any change in the import duty on the product(s) would affect the trade in general and industry in particular?

8. Are there any complaints about the indigenous industry in respect of availability? Detail with documentary evidence, if possible.

9. Give names and full addresses of firms engaged in the import of the product(s).

10. Give names and full addresses of the local manufacture(s) of the product(s).

11. Total import from different sources.

12. Total local production in the country.

13. Excise duty and sales tax on local production.

14. Who are the users of imported products.

CERTIFICATE

I certify that the information given above is true to the best of my knowledge and belief.

I undertake to furnish documentary and other evidence when called upon to do so to substantiate the information contained above.

Place _____ Name _____

Date _____ Signature _____

Status

(Proprietor, Managing Director, Managing Partner, Chairman of the association/Chamber or any other Officer authorised to sign on behalf of the trading business.