

**“TO SERVE THE NATION WITH PROFESSION IN TRADE”**



**THE HARIPUR CHAMBER OF  
COMMERCE & INDUSTRY.**

Photograph  
Size 1x1/  
Passport size

**Application Form for Membership**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

The Secretary General,

I/We request you to register my/our Firm/Company as Corporate Member/Associate Member of your Chamber against payment of prescribed fees. I/We accept the objects of the Chamber & fully agree to abide by the rules & procedures of business as laid down in the Memorandum & Articles of Association of the Chamber and not involved in any criminal act. My/Our membership will be subject to the approval by the Executive Committee of the Chamber as per rules. I/We undertake to abide by all decisions of the Executive Committee.

Name of Firm/Company: \* \_\_\_\_\_  
(\*the name should be filled in as per mentioned in the National Tax Number Certificate (NTNC))

Address: \_\_\_\_\_

National Tax No.: - \_\_\_\_\_ . GST No. (if applicable): - \_\_\_\_\_  
(Please attach photocopy of Certificate) (Please attach photocopy of Certificate)

Telephone Nos: - \_\_\_\_\_ Fax: - \_\_\_\_\_

Email/ U.R.L www: - \_\_\_\_\_ Date of Establishment of Business: \_\_\_\_\_

Nature of Business: -  Manufacturer  Importer/Exporter  Distributor  
(Please Tick One)  Dealer  Services  Others: - \_\_\_\_\_  
(Please Specify)

Main line of Business: - \_\_\_\_\_

Professional License No: - \_\_\_\_\_  
(If applicable please attach photo copy)

Banker's Name & Address: - \_\_\_\_\_

If member of any other recognized Trade Organization: - \_\_\_\_\_  
(Please attach photo copy)

Business Status: -  Sole Proprietorship  Registered Firm  AOP (Association of Partnership)  
(Please Tick One: ✓)

Private Limited Company  Limited Company

Corporate Class  Associate Class

**FOR OFFICE USE ONLY**

Receipt No. \_\_\_\_\_ Dated. \_\_\_\_/\_\_\_\_/\_\_\_\_ for Rs. \_\_\_\_\_

Membership No. \_\_\_\_\_ Certificate No. \_\_\_\_\_ Card No. \_\_\_\_\_

Membership approved vide resolution No. \_\_\_\_\_ Dated \_\_\_\_/\_\_\_\_/\_\_\_\_

AREA \_\_\_\_\_

\_\_\_\_\_  
Asst. Secretary (Membership Section)

\_\_\_\_\_  
Secretary General

## **Particular of Accredited Representative**

1. Name of Accredited Representative:- \_\_\_\_\_  
2. Designation:- \_\_\_\_\_ 3. C.N.I.C.No:- \_\_\_\_\_  
(Please attach photocopy of Computerized National Identity Card)  
4. Residential Address:- \_\_\_\_\_  
Tel. (Off):- \_\_\_\_\_ Tel. (Res):- \_\_\_\_\_ Cell #: \_\_\_\_\_ Blood Group \_\_\_\_\_

### **DECLARATION**

I/We do solemnly declare & affirm that particulars provided are true and correct. I/We hold myself/ourselves responsible for legal/judicial consequences arising from the false statement.

Yours Faithfully.

\_\_\_\_\_  
Company/Firm's Seal

\_\_\_\_\_  
Signature of Applicant

### **Proposed by: -**

1. M/s: \_\_\_\_\_

Membership No. \_\_\_\_\_ Signature: - \_\_\_\_\_

### **Seconded by: -**

2. M /s: \_\_\_\_\_

Membership No. \_\_\_\_\_ Signature:- \_\_\_\_\_

## **Guide Lines/Instruction for Members.**

- In the case of an individual/proprietor concern, member cannot nominate a representative on his behalf.
- In case of Partnership/AOP any of the partners may be nominated to represent.
- In case of Private Limited & Limited concerns, Chief Executive, Managing Director or any managing officer of the company may be nominated with the approval of the Board of Directors.

### **Documents Required:-**

1. **Copy of N.I.C** of the applicant along with **NTN Certificate/Copy of Last Income Tax Return and Sales Tax Registration Certificate (If applicable).**
2. **Three (3) Passport size photographs** of the Representative along with **copy of National Identity Card** of all the partners of the firms.
3. The prospective member to provide **no criminal conviction certificate (Police Clearance)** (as per **Rule-11 (1) (d) of Trade Rules 2007**).
4. In case of Partnership Firm or AOP a **copy of legalized Partnership Deed and Certificate** issued by registrar of Firms.

### **For Corporate Members Only**

5. In case of Private Limited or Limited Company printed **copy of Memorandum and Articles Association, copy of Certificate of incorporation and copy of Form 29. Copy of NIC of all the directors and NTN Certificate** of Company along with **Three Passport Size Photographs** of the representative of the Company.
6. **Copy of General Sales Tax registration certificate** as a manufacturing concern or Sales Tax registered business concern having annual turnover of Rs. 50 Million or above.

**Note:- Incomplete Application Form is liable to rejection.**

**Note: The financial year of the Chamber is 1<sup>st</sup> April to 31<sup>st</sup> March, every year. Rate of subscription and Admission Fee are as under:-**

S.No	Category	Annual Subscription
1.	Corporate Member	Rs: 5,200/-
2.	Associate Member	Rs: 2,000/-

**THE HARIPUR CHAMBER OF COMMERCE & INDUSTRY**  
**SPECIMEN SIGNATURES CARD**

Size 1x1

Photograph

Name of Firm/Company: \_\_\_\_\_

\_\_\_\_\_

Name of accredited  
Representative \_\_\_\_\_

Designation \_\_\_\_\_

Three (3) Signatures of accredited Representative:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**TO BE PRINTED ON LETTERHEAD**

**UNDERTAKING**

I/We \_\_\_\_\_ (Business/Company Name) \_\_\_\_\_ do hereby undertake on oath as under:

1. That we undertake and confirm to abide by the Memorandum and Articles of Association, Bye-Laws, Rules and Regulations, “**Code of Ethics**” and “**Code of Conduct**” of the Haripur Chamber of Commerce & Industry (HCCI).
2. That we also undertake to follow and abide by all the decisions, directions, and policy guidelines of the Executive Committee of Haripur Chamber of Commerce & Industry (HCCI) as presently enforce and issued from time to time.
3. That we also undertake to pay all the fees, subscriptions, dues, charges, expenses and levies, etc., as may be prescribed/fixed/levied by Haripur Chamber of Commerce & Industry (HCCI) for any specific purpose/project.
4. That we also certify that the information provided to this application is true to the best of our knowledge and belief.
5. We have not been associated with any money laundering or terrorist financing activities and neither have approved the disbursement of nor disbursed such monies in any manner for money laundering or terrorist financing purposes.
6. We have not been associated with any illegal banking business, deposit taking or financial dealings, or any other illegal activities.
7. I/We solemnly confirm not to involve in any trade and business (import or/and export etc.) to and from UN Sanctioned Countries and Entities.

**SIGN AND STAMP**