



PRESS REGISTRAR

GOVERNMENT OF PAKISTAN
MINISTRY OF INFORMATION AND BROADCASTING
OFFICE OF THE PRESS REGISTRAR
Ground Floor, B-II Block, Benevolent Fund Building, Zero Point
Islamabad. 44000
Ph # 051-9252279, 051-9252205
Email: pressregistrar@opr.gov.pk

Proforma for Fresh Registration of Newspaper/ Periodical

Detail About Newspaper/Periodical:

- Title: _____
- Periodicity: _____ Language (s): _____
- Station: _____ Date of Declaration of Title: _____
- Date of Printing /Publishing: _____ Number of Employees: _____
- Average Number of Pages: _____ Retail Selling Price Per Copy Rs.: _____
- Number of Days of Publication in The Year: _____

Owner's Credentials:

- Name of Owner: _____ S/o, D/o, W/o _____
- CNIC No.

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- Contact No. Office _____ Mobile No. _____
- Email Id: _____
- Address (Office): _____
- Address (Home): _____
- Names of Titles of Publications/News Agencies already listed in Owner's Name: _____

- Name of Degree: _____ Year of Passing: _____
- Name of University: _____

Publisher's Credentials:

- Name of Publisher: _____ S/o, D/o, W/o _____
- CNIC No.

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- Telephone No. _____ Mobile No. _____
- Email Id: _____
- Address: _____
- Names of Titles of Publications/News Agencies already listed in Owner's Name: _____

- Name of Degree: _____ Year of Passing: _____

▪ Name of University: _____

▪ Experience: _____

Editor's Credentials:

▪ Name of Editor: _____ S/o, D/o, W/o _____

▪ CNIC No.

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▪ Telephone No. _____ Mobile No. _____

▪ Email Id: _____

▪ Address: _____

▪ Names of Titles of Publications/News Agencies already listed in Owner's Name: _____

▪ Name of Degree: _____ Year of Passing: _____

▪ Name of University: _____

▪ Experience: _____

Printer's Credentials:

▪ Name of Printing Press: _____

▪ Address of Printing Press: _____

▪ Detail of Machinery: _____

▪ Name of Owner of Press: _____ S/o, D/o, W/o _____

▪ CNIC No.

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▪ Office Contact No. _____ Mobile No. _____

▪ Email Id: _____

▪ Address of Owner: _____

Dated: _____

Signature of Owner

Requirements

- **Title:** - All the words in title if more than one be always printed in precisely same **SIZE, STYLE & SHAPE**;
- **Attested** copies of the declarations of publisher and printer;
- **Attested** copy of CNIC of publisher/owner;
- **Attested** copy of latest Regularity Certificate;
- **Attested** copy of NOC;
- **Four Passport Size Photos**; Must be attached with Proforma;
- **Dues Clearance Certificate** from PCP;
- **Last Six Months** Bank Statement with minimum closing Balance at-least 5 Hundred thousand;
- Attested copy of **Annual Tax Return** Record;
- **List of Employees** with detail of Designation and period served;
- **Original Affidavit** of source of funding and clearance of dues of employees as specified on stamp paper of Rs.100/-, duly attested by Oath Commissioner;
- **Original Receipt of fee** duly verified by the Treasury Officer for Registration is Rs. **1,000/-** (One Thousand). **For Islamabad, Rawalpindi, Lahore & Karachi Registration fee is Rs. 10,000/-** (Ten Thousand); (On **32-A Challan Form** in any branch of **NBP/ State Bank** in **A/C # C03886**, Title of account: **Government of Pakistan**);
- **03** months issue, in case of a **DAILY** Newspaper;
- **12** issue, in case of a **WEEKLY** Newspaper;
- **06** issue, in case of a **FORTNIGHTLY** Newspaper;
- **03** issue, in case of a **MONTHLY** Magazine;
- **01** issue, in case of a **QUARTERLY** Magazine;
- **01** issue in case of a **6-MONTHLY** Magazine;
- **01** issue in case of a **YEARLY** Magazine;

Note:

- **Incomplete proformas/cases shall not be entertained.**
- **Applications with all requirements submitted through proper channels i.e. Regional designated officers in PID/ RIO offices, shall be entertained.**
- **Fresh Registration is mandatory within 3 months of date of declaration/ date of printing of first issue. Failing which shall lead to imposition of penalty as may deem fit.**
- **Registration Certificate is valid for 3 years only. Registration must be renewed within 3 months of expiry of Registration Certificate;**

**Affidavit of Owner of Publication
(For Source of Funding & Clearance of Dues of Employees)**

I, Mr./Ms. _____ s/o, d/o, w/o _____
resident of _____ holder
of CNIC No. _____, declared on oath that;

That I am the sole proprietor/owner of the newspaper/periodical entitled _____
_____ from (Station) _____
located at _____;

That I am giving this declaration that I am regularly filing income tax return. My status is active in the FBR record and I have mentioned my source of income in details in my tax return. I will be responsible for giving undertaking on oath that I will appear before the Press Registrar to explain and prove my source of income if and when required.

That I am also giving this declaration that all expenses for the newspaper/periodical are being organized from my own sources of income.

That I hereby undertake on oath that I have paid all dues/salaries of all employees to-date and no outstanding amount in case of dues/salaries of any employee is pending against me.

Deponent

Name: _____

CNIC No. _____

Signature & Thumb: _____
