

Requirements

- **Title:** - All the words in title if more than one be always printed in precisely same **SIZE, STYLE & SHAPE;**
- **Attested** copy of the declaration of printing press;
- **Attested** copy of CNIC of printer/owner;
- **Attested** copy of NOC;
- **Four Passport Size Photos;** Must be attached with Proforma;
- **Last Six Months** Bank Statement with minimum closing Balance equivalent to the current cost of installed machinery/plant of printing press;
- Attested copy of **Annual Tax Return** Record;
- **List of clients** including newspapers/ magazines being printed at press;
- **List of Employees** with detail of assigned tasks;
- **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**);
- Detail specification of installed machinery including detail about printing units and printing capacity on original letterhead duly signed by the owner;
- Detail about printing rates of newspapers/ periodicals and etc. on original letterhead duly signed by the owner;
- Copies of cleared electricity bills of previous six Months;
- **03** months record of printing press bills;

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 Printing Press
(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 printing press 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 printing press 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: _____
