

DOCUMENTS REQUIRED FOR TRANSFER OF OWNERSHIP OF PRINTING PRESS

1. Copies of **Valid CNIC** of the **Owners (Incoming and Outgoing)**, duly attested by a Government Officer in BS-17 or above;
2. Copy of academic qualification (at least matriculation) attested by Govt. officer of BS-17 or above with the stamp by name;
3. **Original Certificate of 5 years of experience** in printing issued by the owner of the press on the original letterhead with Name & Stamp, along with supporting documents;
4. **Original Receipt of fee** for NOC duly **verified by Treasury Officer**; **Rs. 5000/-** for **Karachi, Lahore, Islamabad, and Rawalpindi** stations, whereas for the rest of the country, the fee is **Rs. 1,000/-**-(On 32-A Challan Form in any branch of NBP / State Bank in A/C # C03886, Account Title: Government of Pakistan);
5. **Latest Bank Statement of the last six months** (duly verified by the Bank Manager, with stamp) showing a minimum closing balance of not less than Rs.5 lacs;
6. Copy of **NOC of Press Registrar** for allotment of Title Name;
7. Copy of **NOC of Press Registrar for previous Transfer** of Ownership of Title;
8. Attested Copy of **Declaration of Printing Press**;
9. Copy of the **Registration certificate** of Printing Press;
10. **Detail of Machinery/plant** with specifications;
11. **List of Employees** of Printing Press with detail of designation and period served;
12. **List of clients** (with name and contact details) of Printing Press;
13. Three months latest record of Printing bills of clients;
14. Original Affidavit of **Incoming Owner** as specified on stamp paper of Rs.100/-, duly attested by Oath Commissioner;
15. **Original Affidavit of Incoming Owner for the Source of Funding** as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
16. **Original Affidavit of Outgoing Owner for the Source of Funding and clearance of Employee's dues** as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
17. **Sale agreement** b/w both parties on a legal stamp paper specified for the sale deed duly attested by the Oath Commissioner.
18. **In-person attendance of incoming and outgoing owners** before the Press Registrar or Designated Officers, as the case may be. **Attendance Sheet to be signed with thumb expressions by both incoming and outgoing owners and duly verified by the Press Registrar/Designated Officer**;
19. To transfer ownership of a registered title after the owner's death, the applicant i.e. the nominated legal heir must provide the following documents; (i) **the death certificate of the owner**, (ii) **FRC from NADRA**, (iii) **succession certificate**, (iv) **certified copy of the complete file of the civil suit filed by the nominated legal heir along with all annexures and replies/comments of the respondents**, (v) **a certified true copy of the court decree** containing the applicant's nomination. The court decree must clearly state that other legal heirs have surrendered their ownership rights to the title in favour of the nominated heir;

NOTE:

- **A title shall be transferred from its all declared stations to the Incoming Owner.**

AFFIDAVIT OF INCOMING OWNER (NAME OF PRINTING PRESS)

I, Mr./Ms. _____ s/o, d/o, w/o _____ holder of CNIC No. _____ resident of _____ do hereby solemnly affirm and declare on oath as under: -

- i. That I will be the sole owner of the Printing Press titled as _____ located at _____ from (Station) _____;
- ii. That I will print material from all allotted stations i.e. _____;
- iii. That I have passed _____ Examination from _____ University/Board in the year _____;
- iv. That I have associated/worked in an organization titled _____ for a period of _____ years from _____ to _____;
- v. That my financial position is very sound and will bear the expenditure to be incurred on the functioning/operation of the Printing Press mentioned above;
- vi. That I will abide by all the rules and regulations laid down in the Press Newspapers, News Agencies and Books Registration Ordinance-2002, as amended in 2007 and Rules made thereunder in 2009 and the Constitution of Pakistan regarding news agencies and the printing and publication of newspapers, periodicals and books;
- vii. That I will supply four (4) copies of each issue of newspapers/magazines being printed at the premises of my printing press regularly to the **PRESS REGISTRAR, Islamabad**;
- viii. That I have not been a holder of **three or more than three titles (including sold-out titles)**;
- ix. That I will be bound to seek a No Objection Certificate from the Press Registrar Office, if and when, the **ownership** of said Printing Press is required to be changed;
- x. That I will not print any news material against the ideology/sovereignty of Pakistan, Armed Forces, contemptuous to the Courts, and the supremacy of Islam;
- xi. That I am not **currently** serving in any government, semi-government, attached or semi-autonomous or linked department/organization of the government;
- xii. That I have not been convicted of any criminal offence and have no criminal record;
- xiii. That the above-stated contents, documents submitted and information provided are true to the best of my knowledge and belief and nothing has been concealed. I would be liable to be prosecuted as per available civil/criminal law if anything is later disclosed as an infringement of the above said;
- xiv. That according to the best of my knowledge, the above-mentioned Printing Press does not exist in any part of the country. If any Printing Press having the above title is found operational before my application, I will withdraw/change the above-mentioned title.

Deponent: -

Name: _____

CNIC No. _____

Signature & Thumb: _____

**AFFIDAVIT OF INCOMING OWNER
FOR SOURCE OF FUNDING OF PRINTING PRESS**

I, Mr./Ms. _____ s/o, d/o, w/o _____
resident of _____
holder of CNIC No. _____, Owner of Printing Press
titled _____ from station _____
located at _____
dated _____ declared on oath that;

That I will be the sole proprietor/owner of the Printing Press entitled _____
_____ from Station _____ located at _____
_____;

That I am a regular income tax filer my status is active in the FBR record and my source of income has been mentioned in detail in my tax returns. I will be responsible for giving an undertaking on oath that I will appear before the Press Registrar to explain and prove the source of income if and when required.

That I am also declaring that all expenses for the Printing Press will be organized from my sources of income.

Deponent

Name: _____

CNIC No. _____

Signature & Thumb: _____

**AFFIDAVIT OF OUTGOING OWNER OF PRINTING PRESS
FOR SOURCE OF FUNDING AND CLEARANCE OF EMPLOYEES' DUES**

I, Mr./Ms. _____ s/o, d/o, w/o _____
resident of _____
holder of CNIC No. _____, Outgoing Owner of
Printing Press entitled _____ from
Station _____ dated _____ declared on oath that;

That I was the sole proprietor/owner of the Printing Press entitled _____
_____ from Station _____ located at _____
_____;

That I am a regular income tax filer my status is active in the FBR record and my source of income has been mentioned in detail in my tax returns. I will be responsible for giving an undertaking on oath that I will appear before the Press Registrar to explain and prove the source of income if and when required.

That I am also declaring that all expenses for the Printing Press have been organized from my 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 & Stamp: _____

SALE AGREEMENT FOR TRANSFER OF OWNERSHIP OF PRINTING PRESS

(NAME OF PRINTING PRESS WITH ALL DECLARED STATIONS)

Party - I

I, Mr./Ms. _____ s/o, d/o, w/o _____ holder of
CNIC No. _____ resident of _____ declared on the
oath that I am the (seller) of the Printing Press titled; _____
from the station (s) _____ *(Names of all declared stations)*
located at _____;

Party- II

I, Mr./Ms. _____ s/o, d/o, w/o _____ holder of
CNIC No. _____ resident of _____ declared on the
oath that I am the (buyer) of the Printing Press titled; _____
from the station (s) _____ *(Names of all declared stations)*
located at _____;

I (Party-I) do hereby solemnly affirm and declare that I have surrendered/ceased my authority of ownership of said Printing Press in favour of (Party-II) _____ *(Name of the incoming owner)* to become the owner of said Printing Press from all declared stations. I declared on the oath that said Printing Press is authenticated from above mentioned station(s) only and Party-I will not claim ownership from any part of the country after this agreement.

That the undersigned has no objection if the title/declaration may be transferred/ NOC for transfer of ownership may be issued for the above-mentioned title in favour of _____ *(Name of the incoming owner)* _____;

That before this agreement I did not write the undertaking to any other person and both parties are free from any kind of liabilities or demand or claim against each other;

That the above statement is true and correct to the best of my/our knowledge and nothing has been concealed therefrom. I would be liable to be prosecuted as per available civil/criminal law if anything is later disclosed as a contravention of the above said;

Party-I (Seller/Outgoing owner):

Name: _____
CNIC No. _____
Signature & Thumb: _____

Party-II (Buyer/Incoming owner):

Name: _____
CNIC No. _____
Signature & Thumb: _____

Witness 1:

Name: _____
CNIC No. _____
Signature & Thumb: _____

Witness 2:

Name: _____
CNIC: _____
Signature & Thumb _____
