

DOCUMENTS REQUIRED

NOC

FOR TITLE OF A PRINTING PRESS



**OFFICE OF THE PRESS REGISTRAR
M/O INFORMATION AND BROADCASTING
ISLAMABAD**

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NOC For Fresh Title of a Printing Press (On Self-Basis):

Following documents are required to be submitted with prescribed proforma for NOC for Fresh Title of a Printing Press;

- Copy of valid CNIC (duly attested by Government Officer in BS-17 or above, with stamp);
- Copy of academic qualification attested by Govt. officer of in BS-17 or above with the stamp by name;
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- **Detail of Machines** with purchasing receipts and Financial feasibility plan for the proposed Printing Press;
- Original Receipt of fee for NOC duly **verified by Treasury Officer**; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-**-(On **32-A Challan Form** in any branch of **NBP / State Bank** in **A/C # Co3886**, Account Title: **Government of Pakistan**);
- Original Affidavit of Applicant (Keeper of Press) as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- Original Affidavit of owner for source of funding as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;

NOC For Fresh Title of a Printing Press (On Behalf of Authority):

Following documents are required to be submitted with prescribed proforma for NOC for Fresh Title of a Printing Press on behalf of some authority;

- Copy of valid CNIC (duly attested by Government Officer in BS-17 or above, with stamp);
- Copy of academic qualification attested by Govt. officer of in BS-17 or above with the stamp by name;
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- **Detail of Machines** with purchasing receipts and Financial feasibility plan for the proposed Printing Press;
- Original Receipt of fee for NOC duly **verified by Treasury Officer**; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-**-(On **32-A Challan Form** in any branch of **NBP / State Bank** in **A/C # Co3886**, Account Title: **Government of Pakistan**);
- Original Affidavit of Applicant (Keeper of Press) as specified on stamp paper of Rs.100/- , duly attested by Oath Commissioner;
- Original Affidavit of owner for source of funding as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- Authority Letter of Competent Authority (CEO/ Head of Organization) with nomination of Publisher on original letter head;
- Attested copy of registration certificate of company/authority/etc. along with affidavits verified by the concerned registration authority;

NOC For Other Station of Title of a Printing Press:

Following documents are required to be submitted with prescribed proforma for NOC for Other Station of Title of a Printing Press;

- Copy of valid CNIC (duly attested by Government Officer in BS-17 or above, with stamp);
- Copy of academic qualification attested by Govt. officer of in BS-17 or above with the stamp;
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lac;
- **Detail of Machines** with purchasing receipts and financial feasibility plan for the proposed Other Station of Printing Press;
- Original Receipt of fee for NOC duly verified by Treasury Officer; **Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-** (On **32-A Challan Form** in any branch of NBP / **State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Attested Copy of Form-A of already allotted station(s) of Printing Press;
- Copy of **Registration certificate** of already allotted station(s) of Printing Press;
- List of clients (with name and contact details) of Previously allotted station of title of Printing Press;
- List of employees with designation and period served;
- Original Affidavit of Applicant (Keeper of Press) as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- Original Affidavit of source of funding as specified on stamp paper of Rs.100/-, duly attested by Oath Commissioner.

NOC For Transfer of Keeper-ship/Ownership of Title of Printing Press:

Following documents are required to be submitted with prescribed proforma for NOC for Transfer of Ownership of Title of a Printing Press;

- Copy of valid CNIC (duly attested by Government Officer in BS-17 or above, with stamp);
- Copy of academic qualification attested by Govt. officer of in BS-17 or above with the stamp;
- Bank Statement of **last six months** (duly verified by the Bank Manager, with stamp) showing minimum closing balance not less than Rs.5 lacs;
- Original Receipt of fee for NOC duly **verified by Treasury Officer; Rs. 5000/-** for Karachi, Lahore, Islamabad, Rawalpindi stations, whereas for rest of the country fee is **Rs. 1,000/-**-(On **32-A Challan Form** in any branch of NBP / **State Bank** in A/C # **Co3886**, Account Title: **Government of Pakistan**);
- Attested Copy of Form-A of Printing Press;
- Copy of Registration certificate of Printing Press;
- Detail of Machinery/plant with specifications;
- **List of Employees** of Printing Press with detail of designation and period served:
- **List of clients** (with name and contact details) of Printing Press;
- Three months latest record of Printing bills of clients;
- Affidavit of outgoing owner about clearance of dues of employees and clients:
- Sale agreement b/w both parties duly verified by class-1 Magistrate;(if applicable)
- In person attendance of both incoming and outgoing owners before the Press Registrar or Designated Officers, as the case may be;
- In case of death of owner, death certificate, Inheritance certificate from NADRA and a **true copy of Court Order with nomination of applicant**, wherein rest of the legal heirs while giving permission to the applicant to act as owner surrender their rights for title of printing press;
- Original Affidavit of Applicant (Keeper of Press) as specified on stamp paper of Rs.100/- duly attested by Oath Commissioner;
- Original Affidavit of source of funding as specified on stamp paper of Rs.100/-, duly attested by Oath Commissioner.